TOWN OF ESSEX SELECTBOARD
REGULAR MEETING AGENDA

Online
Essex Junction, VT 05452
Monday, May 3, 2021
6:30 PM

E-mail: manager@essex.org *www.essexvt.org* *Phone: (802) 878-1341*

*Due to the Covid-19 pandemic, **this meeting will be held remotely**. Available options to watch or join the meeting:*

- **WATCH:** the meeting will be live-streamed on Town Meeting TV.
- **JOIN ONLINE**: Join Microsoft Teams Meeting. Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 150 964 34#
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **CHAT DURING MEETING: Please use "Chat" to request to speak, only. Please do not use for comments.**
- **RAISE YOUR HAND:** Click on the hand in Teams to speak or use the "Chat" feature to request to speak.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
   a. Comments from Public on Items Not on Agenda
5. **PUBLIC HEARING**
   a. Public Hearing about Fiscal Year 2022 Water and Sewer Budget and Rates
6. **BUSINESS ITEMS**
   a. Consider adoption of Fiscal Year 2022 Water and Sewer Budget and Rates
   b. Hearing for Dog Bite Complaint
   c. *Consider resident request that the Selectboard share potential texts and messages created during past Selectboard meetings
   d. Consider approval of Human Services Funding for fiscal year 2021
   e. Consider approval of focus areas for Human Services Funding in fiscal year 2022
   f. Consider transferring portion of remaining merger funding to Village of Essex Junction for separation exploration
   g. Discuss American Rescue Plan Act money and possible process for sharing funding with Village of Essex Junction
   h. *Legal discussion on Village of Essex Junction's proposed separation from Town of Essex
7. **CONSENT ITEMS**
   a. Consider awarding 2021 Summer Paving bids
   b. Consider adoption of fiscal year 2022 Essex Parks and Recreation Program Fund Budget
   c. Consider approval of annual Arbor Day Proclamation
   d. Approve minutes: April 19, 2021
   e. Check Warrants: # 17848 – 4/16/21; #17851 – 4/23/21
8. **READING FILE**
   a. Board member comments
   b. Essex Community Justice Center Spring 2021 Newsletter
   c. Memo from Sarah Macy re: Tax Sale Policy – Threshold for Tax Sale NOT met
   d. Letter of resignation from Fran Kinghorn, Cemetery Commission
   e. Committee on Equity for Essex Newsletter, April 2021
   f. Letter from Andrew Brown re: Independent City of Essex Junction
   g. Chittenden County Regional Planning Commission April Newsletter
   h. Upcoming meeting schedule
9. **EXECUTIVE SESSION**
   a. *An executive session may be anticipated to discuss legal matters
10. **ADJOURN**

Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the Chair, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the Chair. This agenda is available in alternative formats upon request. Meetings of the Selectboard, like all programs and activities of the Town of Essex, are accessible to people with disabilities. For information on accessibility or this agenda, call the Town Manager's office at 878-1341.

Certification: _____ 4/30/2021

TOWN OF ESSEX SELECTBOARD
NOTICE OF PUBLIC HEARING
May 3, 2021
6:35 p.m.
Microsoft Teams
Essex Jct., VT 05452

The Town of Essex Selectboard will hold a public meeting to discuss proposed changes in water and sewer rates. The meeting will be held remotely via Microsoft Teams, and accessible clicking the following link or calling the following conference call number:

Join Microsoft Teams Meeting
+1 802-377-3784 United States, Middlebury (Toll)
Conference ID: 150 964 34#

Water rates are proposed to increase by 2.8% to $5.78 per 1,000 gallons, with sewer rates proposed to increase by 3.0% to $9.93 per 1,000 gallons. The yearly minimum public water charge is proposed to remain at $180 per year. Water initiation fees for new customers are proposed to increase from $5.73 per 1,000 gallons to $5.78 per 1,000 gallons. Sewer initiation fees for new customers are proposed to remain unchanged. Interim or final billing requests shall continue to be charged a fee of $35 for the service. The proposed water and sewer budget and rate methodology is available at www.essexvt.org.

Please direct questions to Public Works Director Dennis Lutz or Town Engineer Aaron Martin at 802-878-1344 or dlutz@essex.org and amartin@essex.org.

Andy Watts, Chair
Essex Selectboard

MEMORANDUM

To: Evan Teich, Unified Manager and the Selectboard
From: Dennis E. Lutz, P.E., Public Works Director
Aaron Martin, P.E., Utilities Director/Town Engineer
Sarah Macy, Finance Director
Subject: FYE2022 Water and Sewer Budget and Rates
Date: March 9, 2021

ISSUE:

The issue is whether or not the Selectboard will approve the proposed water and sewer budgets including approval of the proposed rate structure for FYE2022, with the new rates to be reflected in the fall 2021 bills, starting with usage after the spring 2021 billings.

COMMENT: The Water and Sewer Budgets were set for FYE2021 lower than initially recommended due to the anticipated financial impact of COVID-19 on users of the system. The original submitted budget for FYE21 reflected a 3.7% increase in charges from CWD for water, a 1.9% increase from the Tri-Town Wastewater Facility and an anticipated 3% increase in in labor costs. Because of the pandemic, the rate increase was approved at 1% for each budget. In essence the budget and rates approved in FYE2021 were not keeping pace with actual costs. These utilities cannot operate over an extended period by establishing rates that are not supported by the actual cost of running the utilities. Costs and rates are to a great degree impacted by these three elements – CWD water rates, Village Wastewater Treatment tares and labor costs.

The proposed water and sewer budgets and resulting rate requests for FYE2022 reflect the actual costs and rates needed to properly sustain these utilities.

DISCUSSION:

WATER RATES: The FYE2022 proposed water budget has an overall 3.5% increase in budgeted line items and a resulting rate percentage increase of 2.8%. The water rate increases over the past few years are as follows:

Fiscal Year Ending	Rate Increase Over the Previous Year
FYE22	2.8%
FYE21	1%
FYE20	2.6%
FYE19	3.0%
FYE18	2.5%
FYE17	1.4%
FYE16	3.7%
FYE15	6.0%

FYE14	3.3%
FYE13	7.5%
FYE12	7.2%

There is a small, proposed increase in the water initiation fee from $5.73/1000 gallons of purchased capacity to $5.78/1000 gallons of purchased capacity. This was done so that the connection fee charge is no less that the rate charge; the minimum water rate charge remains at $180/year. This was done due to the lingering financial impacts of COVID.

The water budget increase proposed for FYE2022 is impacted to a great degree by only two-line items: salary and benefit costs and water purchase costs from CWD.

SEWER RATES: The FYE2022 proposed sewer budget has an overall 3.7 % increase in budgeted line items and a 3% corresponding increase in rates.

In a manner similar to the water budget, only a limited number of line items have a significant impact on the budget: salary and benefit costs, wastewater treatment costs and utilities.

The sewer rate increases over the past few years are as follows:

Fiscal Year Ending	Rate Increase Over the Previous Year
FYE22	3%
FYE21	1%
FYE20	2.9%
FYE19	3.2%
FYE18	4.5%
FYE17	6.1%
FYE16	4.6%
FYE15	8.3%
FYE14	6.5%
FYE13	8.8%
FYE12	9.1%

There is no proposed increase in the sewer initiation fees.

GENERAL ISSUES:

The major issues that continue to impact the budget are:

1) The need to maintain the sewer and water funds on a firm financial basis by continuing to set aside adequate funds for system stabilization (asset replacement).
2) The need to finish the meter replacement program (97% completed) for more accurate verification of usage and billing as well as establishing the groundwork for future administration of accounts and billings.
3) The need to continue to reduce unaccounted for water/wastewater.

System Stabilization/Elimination of Past Deficits:

The funds budgeted for system stabilization in both accounts for FYE2022 are close to the actual depreciation amounts identified in the Town audits. A comparison of budgeted system stabilization in each account versus actual expenditure is reflected in the following data:

System Stabilization Accounts

Year	Water Budgeted	Water Actual	Sewer Budgeted	Sewer Actual
FYE2011	$50,000	$139,475	$45,000	$139,475
FYE2012	$97,500	$147,864	$97,500	$147,864
FYE2013	$136,000	$148,000	$138,000	$147,966
FYE2014	$148,000	$145,834	$148,000	$145,834
FYE2015	$138,000	$138,000	$158,000	$158,000
FYE2016	$138,000	$138,000	$158,000	$158,000
FYE2017	$130,000	$150,000	$150,000	$150,000
FYE2018	$125,000	$150,000	$175,000	$150,000
FYE2019	$150,000	$150,000	$150,000	$150,000
FYE2020	$158,000	$157,747	$158,000	$157,747
FYE2021	$160,000	$156,507	$ 160,000	$156,507

The sewer and water accounts operated in a deficit for many years, dating back to the change in the rate structure done in 2004. At that time, the Town went away from a combination fixed charge/user fee rate system to a pure user rate system based on metered flow. With the metered flow type of billing and with the variability in water and sewer usage on a yearly basis, the sewer/water funds did not keep up with actual expenses. It has taken some time to correct the problem, but the accounts have been solvent since FYE2015. An indicator of the past problem is found under the actual interest payments for recently completed financial years under both accounts as noted:

Fiscal Year	Sum of Interest on Deficits Paid in Water and Sewer
FYE2021	$ 0
FYE2020	$ 0
FYE2019	$ 0
FYE2018	$ 0
FYE2017	$ 0
FYE2016	$ 0
FYE2015	$ 0
FYE2014	$ 773
FYE2013	$ 84
FYE2012	$1,060
FYE2011	$2,104
FYE2010	$4,730

2. Continuation and Completion of the Meter Replacement Program

Meter replacements are budgeted in the FYE2022 budget at a cost of $21,310, 12% higher than in the previous year. The Town has a current stockpile of new, residential meters on-hand to complete the system conversion, but funds are needed for new building installation, NEMRIC annual fees and software costs associated with metering and replacement meters/large meters. There are still approximately 118 meters that need to be replaced. Changing over to the new meters was previously approved by the Selectboard. The new meters provide for more accurate readings and billings, greatly reduced meter reading time and associated administrative costs. They also have enabled billing to all users three times a year as opposed to the previous twice a year. The larger meter uses are now being billed four times per year.

Retail Sale of Water/Sewage

The unaccounted-for water and sewage rate calculated for the budget represents an economic loss rate and not the actual loss of unaccounted for water or sewage.

In water, the amount purchased from CWD is based on weekly readings which provide very close to a 365-day average. The Town customer-billed water usage for 2020 is based on readings only twice per year and over a different time frame. Some adjustments have been made to reflect the average daily flow, but the net result is an estimate and not hard data. The calculated loss rate is a very rough estimate of the loss and we believe a high estimate. The difference in flows approximates the difference between water purchased and water sold during the 12 months. Within this "revenue" loss stream there is water used for firefighting, water main and service connection breaks and hydrant flushing – losses which do not contribute revenue and not characterized as leaks. These uses do represent revenue loss.

In wastewater, a similar effect occurs with respect to billing periods.

System loss is an issue that is currently being worked on between Public Works and Finance. The following tasks are being continued on a recurring basis to reduce the loss rate and increase the billing revenue.

1). Review the recorded meter flow data from large users to determine if there are any inconsistencies.
2) Make a physical check of the large users' systems to determine if the metering system is capturing all used water flows.
3) Work with Champlain Water District to determine if there are any other meter issues between CWD and the Town.
4) Walk the major cross-country routes to determine if there are any obvious water or sewer system leaks.
5) A new leak detection method is being started this summer and funds from the State have been requested to assist in the work. CWD initiated a district-wide study using a firm (Utilis) who specializes in leak detection using satellite-based detection in combination with soils maps and water line locations to identify areas near pipelines with indications of potential leaks. The Town paid a small amount to also participate in the study for its distribution system (separate from the CWD transmission lines) and this aerial work has been completed. One site identified as having the potential for a leak actually developed a water break this fall. This correlation provides some basis of expectation that other identified areas may also indicate real leaks. This data is being provided to the Agency of Natural Resources and the Town has requested participation in a program they have developed to assist communities in finding leaks with sensitive ground and site-specific analysis. This work should be underway later in 2021.

WATER

Period	Purchased from CWD	Billed	Unaccounted Water	Percentage
Jan 20-Dec20	773,422 gpd	638,000 gpd	135,422 gpd	17%
Jan19- Dec19	758,164 gpd	631,000 gpd	127,164 gpd	16%
Jan18-Dec18	735,747 gpd	633,412 gpd	102,335 gpd	14%
Jan17-Dec17	755,430 gpd	679,677 gpd	75,753 gpd	10%
Jan16-Dec16	774,413 gpd	649,414 gpd	124,999 gpd	16%
Jan15-Dec15	762,425 gpd	624,253 gpd	138,172 gpd	18%
Jan14-Dec14	773,891 gpd	633,356 gpd	140,535 gpd	18%
Jan 13-Dec13	749,682 gpd	633,035 gpd	116,647 gpd	15%
Jan 12-Dec12	746,609 gpd	683,709 gpd	62,900 gpd	8.4%
Jan11-Dec11	777,621 gpd	654,000 gpd	123,621 gpd	16%
Jan10–Dec10	772,953 gpd	630,206 gpd	142,747 gpd	18.5%
Jan09–Dec09	692,058 gpd	634,102 gpd	57,956 gpd	8.4%
Jan08–Dec08	760,035 gpd	665,067 gpd	94,968 gpd	12%
Jan07-Dec07	745,371 gpd	657,548 gpd	87,823 gpd	12%
Jan06-Dec06	827,938 gpd	669,000 gpd	158,938 gpd	19%
Jan05–Dec05	843,507 gpd	672,000 gpd	171,507 gpd	20%
Jan04-Dec04	825,137 gpd	705,000 gpd	120,137 gpd	15%
Jan03- Dec03	924,482 gpd	673,382 gpd	251,100 gpd	27%
Jan02-Dec02	882,521 gpd	728,024 gpd	154,497 gpd	18%

Long-term average = 15.7%

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SEWER

Period	Metered Flow to EJWWTF	Billed to Users	Difference	Unaccounted Percentage
Jan 20,- Dec 20	468,595 gpd	418,909 gpd	49,686 gpd	10.6%
Jan 19- Dec 19	502,497 gpd	421,000 gpd	81,497 gpd	16%
Jan 18- Dec 18	449,033 gpd	427,493 gpd	21,540 gpd	4.8%
Jan 17- Dec 17	432,501 gpd	422,267 gpd	10,234 gpd	2.4%
Jan 16- Dec16	423,233 gpd	422,267 gpd	966 gpd	1%
Jan 15-Dec15	428,502 gpd	412,390 gpd	16,112 gpd	4%
Jan 14-Dec14	462,942 gpd	411,826 gpd	51,116 gpd	11%
Jan13- Dec13	529,133 gpd	415,756 gpd	113,376 gpd	21%
Jan12- Dec12	475,047 gpd	438,086 gpd	43,124 gpd	9%
Jan11-Dec11	487,584 gpd	429,000 gpd	58,584 gpd	12%
Jan10-Dec10	446,119 gpd	419,528 gpd	26,591 gpd	6%
Jan09-Dec09	511,155 gpd	433,090 gpd	78,065 gpd	15%
Jan08-Dec08	532,301 gpd	435,816 gpd	96,485 gpd	18%
Jan07- Dec07	559,056 gpd	442,160 gpd	116,892 gpd	20%
Jan06- Dec06	624,004 gpd	447,192 gpd	176,812 gpd	28%
Jan05–Dec05	579,498 gpd	447,271 gpd	132,227 gpd	23%
Jan04-Dec04	589,883 gpd	439,049 gpd	150,834 gpd	26%

Jan03- Dec03	540,658 gpd	433,225 gpd	107,433 gpd	20%
Jan02-Dec02	532,056 gpd	437,660 gpd	94,396 gpd	18%

Long-term average = 14%

As stated in the budgets of previous years, both the water and sewer unaccounted for percentage numbers should be in the 15% range recognized nationally for a reasonably "tight" system. Work is continuing to identify areas of loss from both infrastructure and billings.

BUDGET ANALYSIS

The proposed budgets for FYE2022 compared to the current FYE2021 budgets are as follows:

Table 1. Budget Comparison

	FYE2021	FYE2022	Increase/Decrease	
Water (all but CWD)	$511,886	$516,278	+ $4,392	+ .9%
Water (Depreciation)	$160,000	$160,000	0	0%
Water (CWD Water Purchase)	$654,000	$696,000	+$42,000	+6.4%
Total	$1,325,886	$1,372,278	+ $46,392	+3.5%
Sewer (all but Village + Bradford)	$487,158	$531,596	+$44,438	+ 9.1%
Sewer (Depreciation)	$160,000	$160,000	0	0%
Sewer (Bond Payments)	$ 33,320	$ 33,320	0	0%
Sewer (Village Treatment)	$570,000	$581,000	+$11,000	+ 1.9%
Sewer Village Bond)	$263,457	$263,457	0	0%
Total	$1,513,935	$1,569,373	+$55,438	+3.7%

PROPOSED RATES

	Existing	Proposed
Water Operating	$5.62/1000 gal.	$5.78/1000 gal.
Water Initiation Fee	$1,000 base fee per connection +$5.73/gpd of capacity	$1,000 base fee per connection + $5.78/gpd of capacity
Minimum Water Charge Per Year	$180	$180
Sewer Operating	$9.64/1000 gal.	$9.93/1000 gal.
Sewer Initiation Fee	$1000 base +$10.30/gpd of capacity	$1000 base+$10.30/gpd of capacity
Interim or Final Billing request	$35	$35

METHODOLOGY FOR RATES

For previous fiscal years dating back to 1998, it was determined that the budgets would be split into the following categories:

1. Shared water and sewer costs (primarily fixed costs)
2. Water only costs
3. Sewer only costs

History of Shared Costs Splits

	2003	2004	2005	2006	to 2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Water	60	61	55	55	55	53	53	53	54	58	58	58	58	57	57	55
Sewer	40	39	45	45	45	47	47	47	46	42	42	42	42	43	43	45

The first estimates for splitting of costs between water and sewer were based on a 50% water/50% sewer ratio (1998). The ratio was changed to a 55%/45% split in 2005 and remained at that level until 2011. In FYE2012, the percentage shifted to 53% water and 47% sewer and the proposed budget for FYE2014 retained this percentage split. The split in FYE2016 through FYE19 was set at 58%/42%. Using the calculations on rate setting later in this memo, a 55% water/45% sewer split was utilized. This closely approximates real shared costs percentages but also recognizes that the water and sewer bills should in a general sense reflect all costs including the costs increases for wholesale purchase of water and wholesale treatment of wastewater. In addition, slight changes in the percentages (which are only estimates) provide one of two mechanisms (the second being usage estimates) to allow both rates to rise is close proximity to each other on a percentage increase basis.

It is proposed for FYE2022 that the split be on a 55% water/45% sewer basis.

DEVELOPMENT OF WATER RATE

Assumptions:

1. Water Budget = $1,372, 278

2. No Direct Debt - debt through CWD line item 51.43201.411 for the west end tank in Colchester.

3. Billed Water Usage

2005	672,000 gpd -
2006	669,000 gpd
2007	658,000 gpd
2008	665,067 gpd
2009	637,000 gpd
2010	630,206 gpd
2011	654,000 gpd
2012	683,000 gpd
2013	633,035 gpd
2014	633,356 gpd

2015	624,653 gpd
2016	649,414 gpd
2017	649,414 gpd
2018	633,412 gpd
2019	631,000 gpd
2020	650,000 gpd
2021	646,000gpd
2022	650,000gpd

Calculation of Rate: Water budget = $1,372,278

1. $\frac{\$1,372,278}{365 \text{ days} \times 650{,}000\text{gpd}}$ = $5.78/1000 gallons

   The current rate is $5.62/1,000 gal.; recommend an increase to 5.78/1000 gallons (2.8% increase in rates).

2. The minimum water charge was kept level from FYE2016 through FYE2018. In earlier years, the minimum was equal to approximately 50% of the average daily family usage which would be 100 gpd. Based on discussions from the FY2020 budget, the minimum is recommended to remain at $180 per year.

Year	Minimum Charge	Water rate per 1000 gallons	Minimum if 100 gpd was used	Actual minimum as a % of 100 gpd
2013	$160	$4.45	$162	99%
2014	$165	$4.60	$168	98%
2015	$165	$4.88	$178	93%
2016	$165	$5.06	$184	90%
2017	$165	$5.13	$187	87%
2018	$165	$5.24	$191	86%
2019	$170	$5.42	$198	86%
2020	$180	$5.56	$203	89%
2021	$180	$5.62	$205	86%
2022	$180	$5.78	$211	83%

DEVELOPMENT OF SEWER RATE

Assumptions:

1. Sewer Budget Operating = $1,569,373

2. Sewer Usage (billed)

FYE2005	447,271 gpd
FYE2006	447,192 gpd
FYE2007	442,160 gpd
FYE2008	435,816 gpd
FYE2009	433,090 gpd

FYE2010	419,528 gpd
FYE2011	429,000 gpd
FYE2012	438,086 gpd
FYE2013	415,716 gpd
FYE2014	411,826 gpd
FYE2015	412,390 gpd
FYE2016	422,467 gpd
FYE2017	422,268 gpd
FYE2018	427,493 gpd
FYE2019	421,000 gpd
FYE2020	430,000 gpd
FYE 2021	433,000 gpd

Calculation of Rate: Sewer Operating Budget: $1,569,373

1.

$$\frac{\$1,569,373}{365 \text{ days} \times 433,000 \text{ gpd}} = \$9.93/1,000 \text{ gal}$$

2. The current rate is $9.64/1,000 gal; increase the proposed rate to $9.93/1000 gal. (3% increase).

COSTS:

The proposed budget totals for FYE2022 are shown on the combined spread sheet.

EFFECT OF RATE CHANGE ON THE CURRENT USERS:

An average residential household would see the following change in costs on an annual basis:

Annual Usage: 200 gpd x 365 days per year = 73,000 gpd/year

Existing Water bill:	$410.26	Water Bill with Rate Change:	$421.94 ($11.68 yearly increase)
Existing Sewer bill:	$703.72	Sewer Bill with Rate Change:	$724.89 ($21.17 yearly increase)
TOTAL	$1,113.98	TOTAL	$1,146.83 ($32.85 yearly increase)

Net increase: A $32.85 increase in both the water and sewer bill equates to a 2.9% total increase in residential charge for the year or a $2.74/monthly increase. On a monthly basis, the monthly water cost for an average residential dwelling will be $35.16 and $60.41 for sewer. For the availability of clean drinking water and flushing toilets, this is a very low-cost utility charge compared to other utility costs, such as phone, internet, electrical, natural gas.

COMPARISON RATES TO OTHER COMMUNITIES:

Most other communities are in the process of setting rates at this time. The charts provided reflect existing rates as of December 2021 unless noted otherwise. Also, many municipalities have adopted a combined fixed and usage rate. In those cases, the rate numbers were adjusted based on an average 200 gpd usage.

Municipality	Water Rate per 1,000 Gallons
Shelburne	$ 6.62
Milton	$ 6.48
Burlington	$ 5.94
Colchester FD #3	$ 5.84
Essex (Proposed 5.78)	**$ 5.62**
Average Retail Rate	**$ 5.50**
Winooski	**$ 5.43**
Williston	$ 5.38
Colchester Town	$ 5.14
Essex Junction	$ 4.38
South Burlington	$ 4.21
CWD Wholesale Rate	$ 2.313

	Sewer Rate per 1,000 Gallons
Shelburne	$ 13.94
Colchester (2019)	$ 9.97
Essex (Proposed $9.93)	**$ 9.64**
AVERAGE Retail Rate	$ 8.55
Burlington	**$** 8.29
Milton	$ 8.04
Williston	$ 7.87
Essex Junction	$ 7.05
Winooski (2019)	$ 6.49
South Burlington	$ 5.69

In discussions with other utilities, some of the communities with lower rates do not appear to be accurately reflecting depreciation or replacement asset costs in their rates. Over a long period of time, systems will have to be replaced and the costs of replacements will most likely be paid for by greater costs of indebtedness.

SUMMARY:

The budget and rate development outlined in this memorandum follows the methods used in previous years. It uses the water meter as the only means of establishing usage and rates (except in a very few unique cases).

Billings are currently three times per year for all customers, except the large users who are currently being billed quarterly.

The Town and Village are currently assessing the impact of the recent merger vote. It is unknown at this point in time as to any further changes which may occur as a result of these discussions. With this issue consuming a significant amount of staff time as well as Selectboard time, there is no immediate plan to discuss making changes to the method of billing.

The staff believes that an alternative billing system to the 100% metered system should continue to be investigated in the future. Work will continue informally on this effort between the Finance Department and Public Works.

RECOMMENDATION:

It is recommended that:

1) This memorandum be placed on the Town website after the Budget is introduced at the April 5, 2021 Selectboard Meeting (READING FILE) and
2) Discussion and presentation of the Budget occur as an Agenda item at the Selectboard meeting on April 19, 2021.
3) A public hearing be warned on the proposed Budget for May 3, 2021 and
4) A Water/Sewer Budget be adopted by the Selectboard following the Public Hearing on May 17, 2021.

It is further recommended that, following the Public Hearing, the Selectboard approve the proposed budget as submitted, resulting in the following changes to the rate and billing structure:

1)Water Rates/Fees:

1) increase the water rate from $5.62/1,000 gallons to $5.78/1,000 gallons
2) Increase the water initiation fee at $1000 base fee per connection plus $5.73/gpd of capacity to $1000 base fee plus $5.78/gpd of capacity
3) set the water minimum charge per year at $180.
4) Interim or Final Billing request at $35

2) Sewer Rates/Fees:

1) increase the sewer operating fee from $9.64/1,000 gallons to $9.93/1,000 gallons
2) maintain the sewer initiation fee at $1,000 base fee per connection plus $10.30/gpd of capacity.
3) Interim or Final Billing request at $35

Also, the rate change and interim/final billing request would go into effect on all water/sewer usage with the billing period starting after the spring 2021 billings. The first Town-wide billing under the new rates would not occur until the fall of 2021.

Memorandum

To: Selectboard; Evan Teich, Unified Manager

Cc: Ron Hoague, Police Chief; Christina Ashley, Animal Control Officer; Jerry Firkey, Health Officer; Sharon Kelley, Deputy Health Officer

From: Greg Duggan, Deputy Manager; Rick Garey, Police Support Services Director

Re: Vicious dog hearing GSD

Date: April 28, 2021

Issue

The issue is for the Selectboard to investigate the charges of a vicious dog and hold a hearing on the matter, and to determine whether to make an order for the protection of persons.

Discussion

The Manager's Office received a request on April 26, 2021 to hold a vicious dog hearing. The request came from Shannon Oborne, who was bitten by a dog at Autumn Pond on April 25, 2021. The request is attached. Also attached are the police report of the incident, photos of the bites (the pictures are graphic in nature and viewer discretion is advised; one photo has been removed due to its private nature), and a note from a doctor who treated Ms. Oborne. A review of the facts of the incident indicate they meet the statutory requirement to request a vicious dog hearing.

State law (20 V.S.A. § 3546, attached) requires a legislative body to investigate charges of a vicious dog and hold a hearing on the matter within seven days of receiving a complaint. Per state law, if the dog "is found to have bitten the victim without provocation, the municipal officials shall make such order for the protection of persons as the facts and circumstances of the case may require, including, without limitation, that the domestic pet … is disposed of in a humane way, muzzled, chained, or confined."

After the hearing, the Selectboard may choose to impose requirements on the dog. Options include, but are not limited to, the following:

- Do nothing
- Issue a warning to the dog's owner that stricter measures will be taken for any future incidents
- Ban the dog from public areas in Essex (dog park, Indian Brook Park, Saxon Hill Park, etc.)
- Require the dog to be on leash whenever it is outside its home in Essex, including at the dog park and other parks where dogs are allowed
- Require the dog to wear a muzzle whenever it is outside its home in Essex, including at the dog park and other parks where dogs are allowed
- Require the dog to be on leash and wearing a muzzle whenever it is outside its home in Essex, including at the dog park and other parks where dogs are allowed
- Euthanize of the dog in a humane way

Cost

N/a

Recommendation
It is recommended that the Selectboard hold a hearing and determine if any of the options above are appropriate for the protection of persons for the incident(s) that have occurred.

Gregory Duggan

From: Shannon Oborne [redacted]
Sent: Monday, April 26, 2021 10:16 AM
To: Town of Essex Town Managers
Subject: Formal Complaint - Dog Bite
Attachments: Animal Complaint Form 04252021.PDF; ER Report 04252021.PDF

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

To the Selectboard,

On Sunday April 25, I was attacked by a neighbor's dog in our Essex Junction apartment building. Attached are the police report and medical records from the incident. Please accept this written complaint as documentation of the safety hazard posed by the dog. Thank you for considering measures to deal with this aggressive animal.

The dog lunged at me without provocation. He was leashed but the owner did not have him under control. I received multiple bites to the right arm and breast. My breast is also mangled and suffering from a hematoma. The injuries required a trip to the ER and stitches to my arm. The responding police officer obtained photos of the injuries.

During the April 25 incident, a neighbor came to assist. This neighbor advised that the dog recently bit another person in the building.

Approximately one month ago I encountered this dog in the same hallway. Without provocation he lunged at my dog multiple times, barking and snarling. Both animals were on short leashes and they were kept separated. My dog was terrified. The aggressive dog continued his behavior and was dragged home by its owner.

Please don't hesitate to reach me with any questions or followup. I sincerely appreciate your efforts to keep our community safe.

regards,

Shannon Oborne

[redacted]
Essex Junction, VT 05452

[redacted]

This message contains confidential information and is intended only for the individual(s) addressed in the message. If you aren't the named addressee, you should not disseminate, distribute, or copy this e-mail. If you aren't the intended recipient, you are notified that disclosing, distributing, or copying this e-mail is strictly prohibited.

ESSEX POLICE DEPARTMENT
Animal Complaint Form

Case Number: 21ES002014		**Officer:** Williger
PERSONAL INFORMATION		
Complaint Name: Shannon Oborne		**DOB:** [redacted]
Address: 382 Autumn Pond Way apt[redacted]		
City: Essex Jct	**State:** VT	**Zip:** 05452
Home Phone:	**Cell Phone:** [redacted]	**Email:** [redacted]
Victim Name: Same as above		**DOB:**
Address:		
City:	**State:**	**Zip:**
Home Phone:	**Cell Phone:**	**Email:**
If Victim is minor Parents Name:		
Home Phone:	**Cell Phone:**	**Email:**

Type and Location of injury: ☐ Scratch ☒ Bite ☐ Other (describe)

Type of Animal involved: ☒ Dog ☐ Cat ☐ Other

Description of Animal: 4 year old 110 lb German Shepard

Location of incident: 382 Autumn Pond Way, Essex Jct

INVESTIGATIVE INFORMATION	
Date and Time of Incident: 4/25/21 11:10am	**Date and Time Reported:** 4/25/21 11:25am
Statement forms provided: ☐ Victim ☐ Witnesses	**Photographs of injury:** ☒ Yes ☐ No
Medical Attention Sought: ☒ Yes ☐ No	**Medical Release form signed:** ☐ Yes ☒ No
Medical Facility: UVMMC	**Attending Physician:**

TOE Response Procedure provided: Date / Time: 4/25/21 1:45pm **By Whom:** Ofc Williger **Victim signature:** [signature]

Victim provided Animal Bite law: Date / Time: 4/25/21 1:45pm **By Whom:** Ofc. Williger **Victim signature** [signature]

Quarantine Verified: ☐ Yes ☐ No	**Date Checked:**	**By Whom:**
ANIMAL INFORMATION		
Animal's Name: Titan	**Animal Registered:** __ Yes ☒ No	**Where:** Town of Essex
License #: 191560 expired 2020	**Veterinarian:** Mallets Bay Vet Hospital	**Tel#:** 802-862-2472
Rabies Vaccinated: ☒ Yes ☐ No	**Rabies Tag #:** 54764 good until 9/13/21	
Owner's Name: Nathaniel Quealy		**DOB:** 6/22/93
Address: [redacted] Autumn Pond Way apt[redacted]		**Email:** [redacted]
City: Essex Jct	**State:** VT	**Tel#:** [redacted]
Emailed to dogbites@essex.org ☒ Yes ☐ No	**Date Sent:** 4/25/21	**By Whom:** Ofc. Williger

Initial Call Information - [Animal - Bite] 04/25/21 11:25 : 382 Autumn Pond Wy #304, Essex Junction, VT

Incident Number: 21ES002014
Call Time: 2021-04-25 11:25:15 -0400
Call Type: Animal - Bite
Primary Ofc.: M418: Williger, Brett

Call Type	*Call Priority*	*Call Origin*	*Date & Time of Call*	*Location of Call*
Animal - Bite	In Progress	Phone	04/25/2021 11:25	382 Autumn Pond Wy #304, Essex Junction, VT, 05452

Area	*Team*	*Incident Number*				*Incident Codes*
Village		21ES002014	☐ *Flag For Roll Call*	☐ *Call Cancelled By Complainant*	Owner: 1701	*Common Call Type* Animals

Drugs Involved
No Drug/Alcohol Involved

☐ *Opiate blocker* ☐ *Mental Health* ☐ *DOMV* ☐ *Cargo theft*

Witness List

Person Type		*Name*		*DOB*	*Primary Phone*
Owner	*Bus.*	Quealy, Nathaniel F	H 27	[redacted]	[redacted] #wor

Address
382 Autumn Pond Wy [redacted] Essex Junction, VT, 05452

Person Type		*Name*		*DOB*	*Primary Phone*
Caller	*Bus.*	Miller, Taylor Austin	H 27	[redacted]	[redacted]

Address
382 Autumn Pond Wy [redacted], Essex Jct, VT, 05452

Person Type		*Name*		*DOB*	*Primary Phone*
Caller	*Bus.*	Oborne, Keith E	H 27	[redacted]	[redacted]

Address
[redacted] Autumn Pond Wy [redacted] Essex Junction, VT, 05452

Person Type		*Name*		*DOB*	*Primary Phone*
Victim	*Bus.*	Oborne, Shannon L	H 27	[redacted]	[redacted]

Address
[redacted] Autumn Pond Wy [redacted], Essex Junction, VT, 05452

Person Type		*Name*		*DOB*	*Primary Phone*
Person of Interest	*Bus.*	Boulanger, Myra M	H 27	[redacted]	[redacted]

Address
[redacted] Rt 15, Underhill, VT, 05489

Responding Officers

Officer name		*Dispatched*	*Enroute*	*OnScene*	*Cleared*	*Secondary Loc.*
M418: Williger, Brett	☑ *Primary*	04/25/21 11:26:03	04/25/21 11:26:24	04/25/21 11:26:24	04/25/21 12:03:29	

Dispatch Narratives

---------- 1701: Hulbert, Karen - 04/25/21 11:33 ----------
Nate Quealy [redacted] called to say his dog bit someone. He is not home right now. His GF is in his apt which is 382 apt [redacted] She is very upset. I asked him about up to date on shots. He said dog is up to date except on Kennel Cough he believes. Advised m418
---------- 1701: Hulbert, Karen - 04/25/21 11:29 ----------
taylor miller [redacted] advised this dog has done this 2 times in the last month. it is a troopers dog he thinks lives in 382 apt [redacted]
---------- 1701: Hulbert, Karen - 04/25/21 11:26 ----------
dog bit his wife pretty bad. needs rescue.

MRI# *NCIC NIC#* *Narrative* ☐ *Cancelled*

Narrative Type	*Officer*
Report	M418: Williger

Narrative

On 4/25/21 at 1125 hours, I responded to 382 Autumn Pond Way for a report of a dog bite. Upon arrival I met with Shannon Oborne[redacted] and her husband Kieth Oborne[redacted] outside who told me Shannon had just been "mauled" by a dog in the hallway.
Shannon advised me she walked out of her apartment and as she came around the corner a dog attacked her. She was unsure how many times she was bitten though it would appear at least three, separate bites with multiple puncture wounds on the right forearm, right bicep and tricep and on the right breast. Shannon estimated the whole incident lasted 8-10 seconds. While I was speaking with them Essex Rescue arrived and transported Shannon to UVMMC.
I went to ap[redacted] and spoke to Myra Boulanger[redacted] who was walking the dog at the time of the incident. Boulanger is the girlfriend of the owner, Nathaniel Quealy ([redacted]). Quealy was out of town at the time of the incident. Boulanger told me she had just taken the dog, a German Shepard named Titan, outside to go to the bathroom and had run into two other dogs, which excited Titan. When they came out of the elevator a woman immediately came around the corner, and according to Boulanger, must have startled Titan, and the dog just lunged at her. Boulanger estimated the incident lasted about 30 seconds.
I provided Boulanger with the Essex dog bite paperwork and quarantine information. I spoke with the Quealy via telephone, and he sent me the dog's town license and rabies information.

Upon returning to the PD, I was informed this is the second time in a month this dog has bitten someone (see incident 21ES01332)

Nothing further to report.
Ofc. Williger
418

YOUR EMERGENCY VISIT SUMMARY

THE University of Vermont MEDICAL CENTER

Shannon L. Oborne MRN: [redacted] DoB: [redacted]

4/25/2021 UVM Medical Center Emergency Department - Main Campus 802-847-2434

Instructions

You were seen in the emergency department with dog bites. We put sutures in the cut on your arm, these will need to come out in 7 to 10 days.

Start antibiotic to prevent infection, you got your first dose here in the ER, take twice a day with food for the next 7 days.

There is a hematoma developing in your right breast, you should apply cold compresses today and tomorrow, to reduce swelling.

Wash all the wounds daily with soap and water, apply thin layer of bacitracin and keep clean and covered during the day, can be left open to air at night.

Use ibuprofen and Tylenol alternating for pain control. Use oxycodone for severe pain, no more than every 6 hours.

Like we discussed, dog bites oftentimes will get infected and this will need very close monitoring with your primary care doctor. You should be seen in the next 2 to 3 days to have the wound reevaluated.

If you start to feel unwell in any way including fevers, chills, vomiting, hospitalist back to red streaking, or severe pain please come to the ER.

Your medications have changed

START taking:

[redacted]

Review your updated medication list below.

Pick up these medications from any pharmacy with your printed prescription

[redacted]

Today's Visit

You were seen by Shaunna St. Clair, PA-C

Diagnoses

- Dog bite, initial encounter
- Hematoma of right breast

Imaging Tests

XR HUMERUS RIGHT

Medications Given

acetaminophen (TYLENOL)
amoxicillin-clavulanate (AUGMENTIN)
ibuprofen (MOTRIN)

Your End of Visit Vitals

Blood Pressure [redacted]
Temperature (Oral) [redacted]
Pulse [redacted]
Respiration [redacted]
Oxygen Saturation [redacted]

village at
autumn pond
375 Autumn Pond Way
Essex Junction, VT 05452
(802) 878-0320
www.villageatautumnpond.com

April 26, 2021

Nathan Quealy
[redacted] Autumn Pond Way, Unit [redacted]
Essex Junction, VT 05452

Re: **Dog Attack**

Dear Mr. Quealy,

On Sunday, April 25, 2021 there was an incident involving your dog, Titan, attacking a fellow resident with the resident subsequently requiring medical attention. This behavior is not only a safety concern, but presents a serious liability issue for the Village at Autumn Pond.

This aggressive behavior cannot be tolerated and we are requiring you to remove the dog from the premises, per the terms of your lease agreement and pet addendum.

Your immediate cooperation in this situation is expected.

Failure to comply will result in a lease violation to be issued and may be grounds for eviction and removal from the premises.

Regards,

Anne Borchers
Property Manager

cc: Christine Ashley, Essex Animal Control Officer

ESSEX POLICE DEPARTMENT
Animal Complaint Form

Case Number: 21ESO1332		Officer: C. Ashley
PERSONAL INFORMATION		
Complaint Name: UVM Urgent Care (Greg - nurse)		DOB:
Address:		
City:	State:	Zip:
Home Phone:	Cell Phone:	Email: [redacted]
Victim Name: Joseph Pierson		DOB: [redacted]
Address: [redacted] Deer Crossing Lane		
City: Essex	State: VT	Zip: 05452
Home Phone:	Cell Phone: [redacted]	Email:
If Victim is minor Parents Name: [redacted]		
Home Phone:	Cell Phone:	Email:
Type and Location of injury: ☐ Scratch ☒ Bite ☐ Other (describe) 3 punctures to (R) forearm		
Type of Animal involved: ☒ Dog ☐ Cat ☐ Other		
Description of Animal: male - German Shepard - neutered		
Location of incident: hallway between apartments [redacted] @ 382 Autumn Pond Way		
INVESTIGATIVE INFORMATION		
Date and Time of Incident: 3/19/21 2130 hrs.		Date and Time Reported: 3/19/21
Statement forms provided: ☐ Victim ☐ Witnesses	Photographs of injury: ☒ Yes ☐ No	
Medical Attention Sought: ☒ Yes ☐ No	Medical Release form signed: ☐ Yes ☒ No	
Medical Facility: UVM Urgent Care	Attending Physician:	
TOE Response Procedure provided: Date / Time: Emailed By Whom:	Victim signature: Emailed	
Victim provided Animal Bite law: Date / Time: 3/23/21 By Whom:	Victim signature: 3/23/21 cm	
Quarantine Verified: ☐ Yes ☐ No	Date Checked:	By Whom:
ANIMAL INFORMATION		
Animal's Name: Titan	Animal Registered: ☐ Yes ☐ No	Where: Expired Essex Tag 191560
License #:	Veterinarian: Mallets Bay Vet.	Tel#: [redacted]
Rabies Vaccinated: ☒ Yes ☐ No	Rabies Tag #: 54764 good until 9-13-21	
Owner's Name: Nadnan Quealy		DOB: [redacted]
Address: 382 Autumn Pond Way # [redacted]		Email: [redacted]
City: Essex Jct	State: VT	Tel#: [redacted]
Emailed to dogbites@essex.org ☒ Yes ☐ No	Date Sent: 3-23-21	By Whom: C. Ashley

Narrative:

21ES01332
On 3-23-21 I learned that Joseph Pierson [redacted] of 382 Autumn Pond Way apt [redacted] had sought treatment at the UVM Urgent Care Center for a dog bite that occurred on 3-19-21.

On 3-23-21 I called Pierson and he told me that on 3-19-21 at about 2130 hours he was getting ready to open his apartment door, when the door of his next door neighbor at [redacted] opened. A German Shepard dog ran out and bit Pierson on the right forearm causing 3 punctures.

The owner of the dog (he did not know his name but said he was a Trooper) came out and apologized and let him know that his dog was up to date on his rabies vaccination.

Pierson said that his wounds were flushed and he was given an antibiotic.

I explained our dog bite process and the forms that I would be emailing to him (TOE response and animal bite law). Pierson said that he was not interested in making any formal complaint about this incident.

I asked Anne Borchers, manager of Autumn Pond Way to give me the name of the person who lives in apt [redacted] and his dog's name. Borchers told me that Nathan Quealy is the renter and his dog is Titan. I looked Quealy up in Docuware and found that he had Titan registered in Essex for the year 2020, (expired tag # 191560). Titan is a patient at Mallets Bay Vet and his rabies vaccination is current, it expires on 9-13-21, tag #54764.

I called Quealy and left a message to call me back so I could talk to him about this incident. I do not as yet have an email address for him. I wanted this sent out to dogbites so this report is out there and I will update when I make contact with Quealy.

Quealy called me back and advised that he was taking his dog Titan out for a walk and they did not expect to see anyone so close to their door (doors to these two apartments about 2 feet apart). This startled Titan, Titan lunged and bit Pierson once, Quealy put Titan back in his apartment. Titan has never done anything like this before. He is going to be mindful of this in the future.

I explained the quarantine to him and got his email address so I could send it to him. I told him our THO would be in touch to view Titan when the quarantine is over.

emailed to dogbites on 3-23-21.cea
The quarantine was over on 3-29-21. Nothing further.cea

TOWN OF ESSEX
VERMONT

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452
Fax: 878-1353 • **E-mail:** manager@essex.org • **Website:** www.essex.org

Town of Essex
Response Procedure for Dog Bite Incidents

- The police department will conduct an investigation into any incident reported to the police department where an individual has been bitten or attacked by a domestic pet or wolf-hybrid.

- The investigation will attempt to determine the date, time and location of the incident, the name of the victim, the name and address of the owner of the domestic pet, the nature and extent of injuries.

- The police department will file a written report with the Town Health Officer and notify the Animal Control Warden (ACW).

- The ACW (or a police officer) will explain to the victim the procedures established by Vermont law. A copy of Title 20 V.S.A. Section 3546 will be provided to the victim.

- Should the victim elect to submit a qualifying written complaint with the Selectboard a hearing date will be scheduled within 7 days of receipt of the complaint. The victim and the owner(s) of the domestic pet or wolf-hybrid will be provided with the date, time and location of the hearing.

- Following an investigation and hearing, the Selectboard may issue an order for the protection of the public in accordance with Title 20 V.S.A. Section 3546. The victim and owner(s) will be provided with information regarding the outcome of the hearing and the decision of the Selectboard.

The Vermont Statutes Online

Title 20: Internal Security and Public Safety

Chapter 193: DOMESTIC PET OR WOLF-HYBRID CONTROL

Sub-Chapter 001: General Provisions

20 V.S.A. § 3546. Investigation of vicious domestic pets or wolf-hybrids; order

§ 3546. Investigation of vicious domestic pets or wolf-hybrids; order

(a) When a domestic pet or wolf-hybrid has bitten a person while the domestic pet or wolf-hybrid is off the premises of the owner or keeper, and the person bitten requires medical attention for the attack, such person may file a written complaint with the legislative body of the municipality. The complaint shall contain the time, date and place where the attack occurred, the name and address of the victim or victims, and any other facts that may assist the legislative body in conducting its investigation required by subsection (b) of this section.

(b) The legislative body, within seven days from receipt of the complaint, shall investigate the charges and hold a hearing on the matter. If the owner of the domestic pet or wolf-hybrid which is the subject of the complaint can be ascertained with due diligence, said owner shall be provided with a written notice of the time, date and place of hearing and the facts of the complaint.

(c) If the domestic pet or wolf-hybrid is found to have bitten the victim without provocation, the municipal officials shall make such order for the protection of persons as the facts and circumstances of the case may require, including, without limitation, that the domestic pet or wolf-hybrid is disposed of in a humane way, muzzled, chained, or confined. The order shall be sent by certified mail, return receipt requested. A person who, after receiving notice, fails to comply with the terms of the order shall be subject to the penalties provided in section 3550 of this chapter.

(d) The procedures provided in this section shall apply if the domestic pet or wolf-hybrid is not a rabies suspect. If a member of the legislative body or a municipal official designated by the legislative body determines that the animal is a rabies suspect, the provisions of subchapter 5 of this chapter and the rules of the department of health shall apply.

(e) The procedures provided in this section shall not apply if the voters of a municipality, at a special or annual meeting duly warned for the purpose, have authorized the legislative body of the municipality to regulate domestic pets or wolf-hybrids by ordinances that are inconsistent with this section, in which case those ordinances shall apply. (Amended 1977, No. 215 (Adj. Sess.), § 2, eff. April 12, 1978; 1993, No. 213 (Adj. Sess.), § 4, eff. June 15, 1994; 2007, No. 121 (Adj. Sess.), § 15.)

Memorandum

To: Selectboard; Evan Teich, Unified Manager
Cc: Bill Silverstrim
From: Greg Duggan, Deputy Manager
Re: Request from resident that the Selectboard share potential texts and messages created during past Selectboard meetings
Date: April 29, 2021

Issue

The issue is how the Selectboard wishes to respond to a resident's request to provide copies of any text messages and Facebook messenger chats from recent Selectboard meetings.

Discussion

Bill Silverstrim emailed his request for the text messages and Facebook messenger chats to the Selectboard in April, following an April 19 board meeting discussion about such messages being sent during a prior meeting. Copies of Mr. Silverstrim's emails, which he asked be submitted as a public document pertaining to the April 19 Selectboard meeting, are attached.

Mr. Silverstrim asked that the Selectboard provide any such messages outside of the public records process. He explains his reasoning in the attached emails.

Staff recommends that the Selectboard adhere to the public records request process in responding to Mr. Silverstrim, in order to ensure the process is followed properly; to avoid setting any precedent for future records requests; to make sure individuals' rights are upheld; and to ensure that only responsive public records are made available, provided any exist.

Staff estimates that complying with the request would require approximately 10 hours of staff time, which would carry a charge of $324.90, per the Secretary of State's uniform fee schedule (https://sos.vermont.gov/vsara/manage/information-governance/compliance/uniform-charges-schedule/).

In order to have a complete and thorough discussion about this topic, the Selectboard may wish to enter executive session to discuss the request as a legal matter, because the premature disclosure of the information may put the Selectboard and the Town at a substantial disadvantage. Confidential attorney-client communications made for the purpose of providing professional legal services to the body can be a protected discussion.

Cost

Providing a response will require Selectboard and staff time.

Recommendation

Staff recommends that the Selectboard treat Mr. Silverstrim's request as a public records request and authorize staff to work with Mr. Silverstrim to respond to the request.

If the Selectboard wishes to enter executive session, the following motions are recommended:

Motion #1

“I move that the Selectboard make the specific finding that general public knowledge of confidential attorney-client communications made for the purpose of providing professional legal services to the body would place the Town at a substantial disadvantage.”

Motion #2

“I move that the Selectboard enter into executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body, pursuant to 1 V.S.A. § 313(a)(1)(F) to include the Town Attorney, Unified Manager, and Deputy Manager.”

From: Bill Silverstrim
Sent: Tuesday, April 20, 2021 7:56 PM
To: Andy Watts <AWatts@ESSEX.ORG>
Cc: Patrick Murray <PMurray@essex.org>; Tracey Delphia <tdelphia@essex.org>; Vince Franco <vfranco@essex.org>; Dawn Hill-Fleury <dhillfleury@essex.org>; Evan Teich <eteich@essex.org>; Gregory Duggan <gduggan@ESSEX.ORG>
Subject: Re: Public Document to be submitted

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Andy,

Sorry, meant to mention that I would be requesting FB messenger chats also since that was the initial forum these chats were going over. When cell phones are used for something like this I automatically think texting first and Messenger second. I believe Facebook keeps more detailed records than the cell carriers do anyway. Perhaps that is a more appropriate place for you to start.

Bill
On Tue, Apr 20, 2021, 7:28 PM Bill Silverstrim wrote:
Andy,

Thank you for getting back to me. I do understand the public records request process. Perhaps I should clarify my suggestion. I think that it would be in the best interest of the Selectboard to prove to your constituents that this recent 'texting while meeting' scandal was indeed a 'one off' and not systemic in nature. The Selectboard should simply pull the text message records of the individuals involved for the last couple of months during the Selectboard meeting hours. If there truly is nothing to hide on the part of those board members I would have to think that this would be the best way to help to regain the public trust. If myself or other members of the public have to ask for this through an official public records request and additional information is indeed uncovered, that would most definitely not go over well in the community. I am giving the Selectboard the opportunity here to be forthcoming with this information to put this issue to rest. I would think that if there was truly nothing to hide then this is a pretty simple solution. If the Board chooses not to pursue this then I will most definitely file a public records request myself.

I contacted Verizon Wireless today. They maintain cell phone call and text logs in their system for 120 days. They are the shortest of any of the cell carriers according to the Level 2 support technician I spoke with - others go back much further. I'm not sure if these were 'Town owned' phones or 'personal' cell phones being used by the Selectboard members at these meetings. Either way, the records can easily be obtained so long as the individual owner of the phone (or Town) makes that request to the carrier (these texts should be part of the public meeting record regardless of who owns the phones as these conversations were taking place by our elected officials in a public forum). These texts are still stored regardless of whether or not they were deleted off

of individual phones. In fact, the Verizon engineer also mentioned to me that they have had instances for courts where they could show exact text chains, and when an individual deleted them off of their physical phone. So those texts are definitely still available to view from the carriers.

Please let me know if the Selectboard will be forthcoming with this information to clear the air over this or if I will indeed need to file a public records request to obtain them. My main concern is that we may be looking at the tip of the iceberg here. If the apologies on the record were truly genuine last evening then these individuals should have nothing to hide at this point and we can easily obtain these records and move on. Thank you.

Best regards,

Bill Silverstrim

On Tue, Apr 20, 2021 at 5:59 AM Andy Watts <AWatts@essex.org> wrote:
Hi Bill,

There is a process that needs to be followed before any work is done on your public records request. I have copied Evan and Greg to bring your request to their attention.

Hi Evan and Greg,

Please note that there are two requests here. One is to add Bill's comments to the reading file for our next meeting and the other is a public records request.

Best regards,
Andy Watts

From: Bill Silverstrim
Sent: Monday, April 19, 2021 7:50 PM
To: Andy Watts <AWatts@ESSEX.ORG>; Patrick Murray <PMurray@essex.org>; Tracey Delphia <tdelphia@essex.org>; Vince Franco <vfranco@essex.org>; Dawn Hill-Fleury <dhillfleury@essex.org>
Subject: Public Document to be submitted

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

In addition I would request that the Selectboard pull the texts from it's members during the Selectboard meetings over the past year so that the board can prove to the public that this was a one-time issue and not systemic in nature. I will be requesting follow up

on this. This shouldn't have to be gone after by the public after an incident like this. Please get working on retrieving those texts. Thank you.

Please see below:

I would like this to be submitted as a public document pertaining to the Selectboard meeting tonight 4-19-21 or at the upcoming meeting.

The actions taken by several members of the Essex selectboard which were recently broadcast on social media are an embarrassment and a disgrace to the entire Town. For something like this to happen privately would be one thing, but to happen in the midst of carrying out their Selectboard duties right smack in the middle of a meeting (and an extremely important one at that) is just not acceptable in any way, shape, or form. Doing something like this in the private sector... - that almost immediately costs one their job and at the very least creates a giant HR issue for a company. It most certainly does not go without consequences. Why should it in our local government? Any other political official would resign the second something like this came out if they truly cared about the people that they serve. It is clear from these texts that we have a real problem here. Is this really a one-time mistake or just the tip of the iceberg?

I am hereby calling on those individuals involved to immediately resign. They obviously do not take their position seriously enough and don't care about the views of the constituents who take the time out of their evening to show up to these meetings and give our Selectboard input from the populace. Rather, it seems that they would prefer to make fun of them and chastise them behind their backs. Their comments also were directed at Betsy Dunn, our former Town Representative to the State Legislature, someone who held public office and was a public servant who actually served the people of Essex. With what was said in those texts, no one acting in such a way should hold public office, period. While we do hold elections to deal with situations like this one, if these individuals have any character whatsoever they should recognize the seriousness of their actions and personally offer their resignations without having to be prompted to do so by their constituents. If those requests simply fall on deaf ears then it just goes to show you that they still don't care about the will of the people that they represent.

Giving an apology to simply 'minimize the damage' and 'head off' people asking for resignations is not acceptable either. If the members involved in that text chain truly were sorry and apologetic I would also request that they personally pay back their Selectboard compensation for the past year since it is clear that they weren't working in the interests of the entire community that they were elected to serve - perhaps even this year moving forward as well. Heck, they weren't even listening to anyone while

they were texting! Does simply offering a pre-apology mean that a Selectboard member can act in such a way any time they please with no consequences so long as they apologize as soon as they know that they've been caught? Is that the overall character of the members on this board? How do we also know that this hasn't happened before either? Was this the first time something like this happened, or the first time that they have 'been caught'? Is the Selectboard looking into this beyond just this past meeting?

While this board cannot force resignations of their members, there needs to be action taken by the Selectboard regarding this issue immediately. If anything, something needs to be done to help restore the trust of the people you serve. You were elected as leaders in this town and need to act like it.

Here is what I am proposing:

-At the very least there should be an immediate vote by the Selectboard to publicly censure the actions of these individuals (even the member who no longer holds her position) and none of them should ever be able to chair or be a vice chair on the board now or in the future.

-No more cell phones permitted to be utilized by any member of the Selectboard or Town officials during the course of these meetings moving forward - if that already exists, what is the punishment for breaking that rule?

-Not having the need for the constituents to request cell phone text messages from Selectboard members and Town officials during the course of meetings for the past year - the Selectboard should pull those themselves and conduct a further investigation as we have now seen a small preview into what may be a much bigger movie playing out behind the scenes. If this has to be undertaken by the public as opposed to this board after this happened that only makes the optics of this situation even worse.

In response to Mr. Murray's apology - while it may take courage to be a public official, it shouldn't take much to act like a decent human being while serving in public office. This is much more than just putting your foot in your mouth Mr. Murray, you didn't just insult a member of the community who was speaking - YOU WEREN'T EVEN LISTENING TO WHAT WAS BEING SAID BECAUSE YOU, AND OTHERS WERE TEXTING BACK AND FORTH. Many of us were angry at the way that the merger unfolded, but we sat back and dealt with it. They say, 'If you can't take the heat, get out of the fire'. If this position is too much, or too stressful for you then perhaps it just isn't right for you.....

This is something that every single one of you should recognize and think about after this:

You solemnly swear that you will faithfully execute the office (duty or trust) of the Selectboard of Essex to the best of your judgment and abilities, according to law. So help you God.

Do you each feel that the recent actions of several members didn't violate this oath? Doesn't appear that way to me.

Best,

Bill Silverstrim

Memorandum

To: Selectboard, Evan Teich, Unified Manager
From: Tammy Getchell, Assistant to the Manager
Re: Approval of Human Services Funding for FY21
Date: May 3, 2021

Issue
The issue is whether the Selectboard will approve FY21 contributions to human services agencies.

Discussion
The Town of Essex Human Services Contribution FY21 budget of $153,322 was approved by voters on March 3, 2020. The Town received 33 applications totaling $241,865 in requests, which is $84,165 more than last year—*a 53% increase*. A long-time goal for the Town of Essex to promote awareness of the funds available for nonprofits has likely contributed to the increase in requests and has successfully brought a diverse pool of applicants and programs.

With the various changes made to the program since 2019, the review committee continues to work at improving the scoring process as awards have now become more competitive. For example, the next cycle will incorporate weighted scoring for categories so that applications scoring higher on the benefit to Essex residents will receive a higher value.

Since the requests far outweighed the approved budget for FY21, the review committee is recommending partially funding 22 of the highest scoring requests. The bottom 11 applications will not be funded. The review committee has also recommended that all applicants receive a copy of how they were scored so that they may make improvements and adjustments for future application cycles.

Attachment A to this memo is a list of the funding recommendations from the review committee.

Attachment B is a copy of the Human Services Distribution Policy adopted on November 18, 2019. The policy outlines the process for funding cycles, beginning with budget approval through the final award made in June.

Attachment C includes the review committee's recommendations for FY22 funding cycle focus areas, which remain unchanged from this year.

Cost
A total appropriation of $153,322 is available for human services for FY21. The total request as recommended by the review committee is $153,322.

Recommendation
It is recommended that the Selectboard approve contributions to the human services agencies as presented on the attached list, *Attachment A*.

It is recommended that the Selectboard approve the focus areas as presented in *Attachment C* as human service priorities for FY22 Human Services Funding.

Attachment A

Essex Human Services Funding Recommendations FY21

TOP OVERALL SCORES (recommended funding at 90% +)

1.	**Aunt Dot's**	Emergency Food & Disaster Relief	$7,275
2.	**Voices for Inclusion in Essex and Westford (VIEW)**	Diversity, Equity & Inclusion	$22,575
3.	**Howard Center**	Access to Health & Behavioral Health	$6,825
4.	**Essex C.H.I.P.S.**	Child or Family Support for Healthy Relationships	$18,075
5.	**Committee on Temporary Shelter (COTS)**	Affordable Housing or Housing Assistance	$9,075
6.	**Spectrum Youth Family Services**	Child or Family Support for Healthy Relationships	$9,075
7.	**Steps to End Domestic Violence**	Affordable Housing or Housing Assistance	$6,177
8.	**Chittenden Community Action Housing Assistance**	Affordable Housing or Housing Assistance	$2,325
9.	**Age Well**	Emergency Food & Disaster Relief	$9,075
10.	**EJU Ecumenical Ministry**	Emergency Food & Disaster Relief	$4,125
11.	**UVM Health Network Home Health & Hospice**	Access to Health & Behavioral Health	$22,570

SECOND TIER SCORES (recommended funding at 75%)

12.	**National Alliance on Mental Illness (NAMI)**	Child or Family Support for Healthy Relationships	$2,250
13.	**LUND**	Child or Family Support for Healthy Relationships	$2,625
14.	**Vermont Adult Learning**	Child or Family Support for Healthy Relationships	$2,250
15.	**H.O.P.E. Works**	Access to Health & Behavioral Health	$900
16.	**Vermont Foundation of Recovery**	Affordable Housing or Housing Assistance	$7,500
17.	**Joint Urban Ministry Project (JUMP)**	Emergency Food & Disaster Relief	$3,000
18.	**Turning Point Center of Chittenden County**	Access to Health & Behavioral Health	$3,750
19.	**Pathways Vermont**	Affordable Housing or Housing Assistance	$7,500
20.	**Vermont Center for Independent Living**	Access to Health & Behavioral Health	$1,500
21.	**Feeding Chittenden**	Emergency Food & Disaster Relief	$3,750
22.	**Vermont CARES**	Access to Health & Behavioral Health	$1,125

TOTAL FY21 RECOMMENDED FUNDING	$153,322

TOWN OF ESSEX, VERMONT
HUMAN SERVICES FUNDING DISTRIBUTION POLICY

1. Purpose

The purpose of this policy is to provide the framework to support the Town of Essex Human Services Contribution policy passed on November 16,1987 that states, "The Town of Essex shall allocate one percent of its total General Fund Budget to fund human service organizations."

2. Process

a) The budget which includes the Human Services Contribution is presented to Town of Essex residents during annual meeting in March of each year.
b) By May of each year, the Unified Manager will provide recommendations to the Town of Essex Selectboard for specific focus areas as human service priorities for the most vulnerable residents of the Essex community. The Selectboard will approve up to five (5) focus areas for funding distribution of the allocation approved at the annual meeting.
c) Circulation of the approved focus areas and up-to-date application and guidelines will be by, but is not limited to: an Essex Human Services Fund email list and email to all employees/board members, posts to municipal websites, and announcements on municipal social media outlets and newspapers.
d) Applications must be received or postmarked by February 15th of each year.
e) The Unified Manager shall appoint a committee to compile and review all applications and make recommendations, based on the focus areas approved by the Selectboard the previous May.
f) By May, the Selectboard considers the funding recommendations by the Unified Manager, contingent upon available funds and considers approval of the focus areas for the next cycle.
g) Funding awards are issued each June, prior to fiscal year end.

3. Eligibility

Local area social, health and human services organizations who serve Essex residents are encouraged to apply. Only those that are non-profit organizations who are considered a 501 (c)3 or that file an annual Internal Revenue Service (IRS) Form 990 tax return are eligible. All funding proposals must align with the Essex Human Services Focus Areas.

4. Application and Guidelines

The Unified Manager will revise and update the application and supporting guidelines in accordance to this policy and with focus areas approved by the Selectboard, when necessary.

This policy replaces the Town of Essex Human Services Application policy passed on November 16, 1987 and supersedes any prior policy and procedures, whether written or oral, on this subject matter.

Adopted by the Selectboard of the Town of Essex, Vermont, on November 18th, 2019 and is effective as of this date until amended or repealed.

Town of Essex Selectboard

Elaine Haney, Chair	Max Levy, Vice Chair
Patrick Murray, Clerk	Andrew Watts
Annie Cooper	

2022 ESSEX HUMAN SERVICES FOCUS AREAS

ACCESS TO HEALTH & BEHAVIORAL HEALTH
Eliminate barriers for underserved populations

AFFORDABLE HOUSING OR HOUSING ASSISTANCE
Includes shelter and homeless prevention

CHILD OR FAMILY SUPPORT FOR HEALTHY RELATIONSHIPS
Healthy relationships and greater self-reliance

DIVERSITY, EQUITY & INCLUSION
Advance diversity, equity and inclusion efforts

EMERGENCY FOOD & DISASTER RELIEF
Food distribution and emergency assistance

Access to Health & Behavioral Health services eliminates barriers to essential health and human services for underserved populations. These barriers include language, cultural, geographic location, and lack of insurance and out of pocket costs. Applicants selecting this area provide specialized health and mental health services to specific Essex community residents.

Affordable Housing or Housing Assistance provides emergency shelter and/or homeless prevention services that keep people from losing their housing. This might include short-term supportive housing options and home repair for Essex residents. Applicants selecting this area will typically provide citizens with temporary housing until a more permanent living situation can be secured or provide an opportunity to obtain affordable housing for Essex residents falling below the median household income.

Child or Family Support for Healthy Relationships increases the ability to be successful in living a healthy, independent and productive life. Applicants selecting this area provide developmentally appropriate services for youth and/or emotional supports to a specified population and could include mentors and role models, family supports, violence prevention, counseling and guidance services that will result in increased skill and the ability to become self-reliant.

Diversity, Equity & Inclusion provides support for initiatives to build diversity, equity, and inclusion into the community or for program enhancement to build diversity, equity and inclusion into nonprofit program services, operations, board recruitment and staff hiring. Applicants selecting this area may implement ways to enhance access of program services to marginalized communities and/or offer culturally responsive services; promote diverse staffing or governance of programs; and/or support initiatives that build capacity. Examples would be improved language access, transportation, stipends to assist with travel/child care needs in order to have accessibility, or shifting engagement to intentionally seek to include marginalized perspectives and experiences.

Emergency Food & Disaster Relief programs provide nutritious food and disaster relief to people in need. Applicants selecting this area will have the ability to access food sources and/or transport and/or distribute food and emergency assistance to Essex residents.

Memorandum

To: Selectboard; Evan Teich, Unified Manager
Cc: Board of Trustees; Marguerite Ladd, Assistant Manager; Sarah Macy, Finance Director
From: Greg Duggan, Deputy Manager
Re: Transfer of merger funding to Village of Essex Junction for exploration of separation from Town
Date: April 30, 2021

Issue

The issue is whether the Selectboard will transfer a portion of the remaining funding for merger to the Village of Essex Junction for the Village to explore the possibility of separating from the Town.

Discussion

The Town of Essex has approximately $70,000 remaining from the money it set aside to work on merger with the Village of Essex Junction. Merger did not pass at the polls, and the Village is now looking at separating from the Town to create an independent City of Essex Junction.

Both municipalities will likely have legal and other expenses tied to the Village's effort to create an independent city. The Town money set aside and used toward the merger effort was assigned from fund balance, and 42 percent of the money came from within the Village, based on grand list.

As a way to indicate a willingness to partner and continue working with the Village and the Board of Trustees, the Selectboard may wish to transfer a portion of the remaining merger funding to the Village.

Cost

Approximately $29,400.

Recommendation

Staff recommends the Selectboard authorize the transfer of 42 percent of the money remaining from the merger effort to the Village of Essex Junction for the Village to explore the possibility of separating from the Town.

Memorandum

To: Selectboard; Evan Teich, Unified Manager
Cc: Board of Trustees; Marguerite Ladd, Assistant Manager; Sarah Macy, Finance Director
From: Greg Duggan, Deputy Manager
Re: American Rescue Plan Act money and possible process for sharing funding with Village of Essex Junction
Date: April 30, 2021

Issue

The issue is for the Selectboard to discuss American Rescue Plan Act money and the possibility of sharing the funding with Village of Essex Junction.

Discussion

The Town can expect to receive a significant amount of money in the near future through the American Rescue Plan Act (ARPA). Details of when the money will arrive, and how it must be used, are still forthcoming. Staff continues to look for and follow guidance about ARPA funding.

The Vermont League of Cities and Towns reports that federal guidance for expenditure of the funds is expected to be released on May 10. VLCT has an ARPA resource webpage at https://www.vlct.org/resources/american-rescue-plan-information

Early indications are that the money will be distributed to municipalities on a per capital basis. There is also word that the money will only go to towns or cities, and not the villages within those municipalities. If that ends up being the case, staff would like to explore providing a per capita share of the money the Town receives to the Village of Essex Junction.

Until clearer guidance becomes available, staff has several thoughts on how to best use the ARPA funding. The ideas are meant for discussion and will likely evolve based on Selectboard input, community input, and a better understanding of how ARPA money can be used. The thoughts include the following:

- Use the money for primarily for one-time expenses
- Transfer a per capita share of the funding to the Village of Essex Junction, if the Village does not receive direct funding
- Allocate a certain portion of the money for participatory budgeting, where residents can decide how to use the funding
- Support for ongoing racial equity and inclusion efforts in Essex
- Support a Regional Projects Coordinator at the Chittenden County Regional Planning Commission, with the total cost shared amongst Chittenden County municipalities
- Joint Village/Town projects of community need or interest
- Connect paths
- Veterans Memorial Fountain at Five Corners
- Large stormwater projects

Cost

To be determined, if any.

Recommendation

This memo is for discussion.

Memorandum

To: Selectboard; Evan Teich, Unified Manager

From: Greg Duggan, Deputy Manager

Re: Executive session for legal matters regarding Village of Essex Junction's proposed separation from Town of Essex

Date: April 29, 2021

Issue

The issue is whether the Selectboard enters into executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body.

Discussion

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Selectboard and the Town at a substantial disadvantage. Confidential attorney-client communications made for the purpose of providing professional legal services to the body can be a protected discussion.

Cost

N/A

Recommendation

If the Selectboard wishes to enter executive session, the following motions are recommended:

> Motion #1
> "I move that the Selectboard make the specific finding that general public knowledge of confidential attorney-client communications made for the purpose of providing professional legal services to the body would place the Town at a substantial disadvantage."
>
> Motion #2
> "I move that the Selectboard enter into executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body, pursuant to 1 V.S.A. § 313(a)(1)(F) to include the Town Attorney, Unified Manager and Deputy Manager)."

TOWN OF ESSEX
VERMONT

Memo

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452
Fax: 878-1353 • **E-mail:** manager@essex.org • **Website:** www.essex.org

To: **Evan Teich, Unified Manager, Village Trustees, and Town Selectboard**
From: **Dennis E. Lutz, P.E., Public Works Director**
Ricky Jones, Village Highway Superintendent
Aaron Martin, P.E., Utilities Director / Town Engineer
Dan Gregoire, Staff Engineer
Date: **April 19, 2021**
Subject: **Summer 2021 Paving Bid**
(Bid Award)

Issue: The issue is whether the Village Trustees and Town Selectboard will award this year's 2021 Summer Paving Program bid to the apparent low bidder, Frank W. Whitcomb Construction Corp.

Discussion: The 2021 Summer Paving Program bid opening was held last Friday, April 16, 2021 at the Town of Essex Public Works Office. Four paving contractors responded to the Invitation to Bid for the Town of Essex and Village of Essex Junction 2021 paving program with bids submitted by Pike Industries, Engineers Construction, Inc., S.D. Ireland Brothers Corp., and Frank W. Whitcomb Construction Corp. The lowest total base bid was $744,532.00, submitted by Frank W. Whitcomb Construction Corp. The Engineer's Estimate for the work was $1, 068,732.00. The low bid represents 70% of the estimate. Most of this cost difference is due to the assumption that the price of liquid asphalt would have risen more dramatically out of last season's drop during the Covid 19 epidemic.

Costs: Public Works staff performed a bid analysis and bid tabulation which has been provided with this memo. Below is a list of the total base bid from each Contractor;

Frank W. Whitcomb Construction Corp.	**$ 744,532.00**	**LOW BIDDER**
Pike Industries	$ 912,609.00	
Engineers Construction, Inc.	$ 801,181.50	
S.D. Ireland Brothers, Corp.	$ 873,984.70	
Town's Estimate	$1,068,732.00	

Below is a breakdown of the subtotals for the project bid from this year's low bidder;

Town Project Total	$ 621,212.00
Town Alternate Projects	$ 20,280.00
Village Project Total	$ 103,040.00
Total Base Bid	**$ 744,532.00**

The low bid provided for the Town projects is substantially lower than estimated. Staff may include the alternative project and /or a couple small projects and stay within available funding.

The Town applied for Two Class II Grants this year to offset the costs of paving portions of Old Stage Road and Essex Way. It is anticipated that the State will award at least one of these grants. If additional funding is freed up due to the award of Class II grants, staff will meet to discuss financial options available which may include an increase in project scope for Old Stage Road or additional paving projects not on the current bid.

Recommendation: It is recommended that the Village of Essex Junction Board of Trustees and Town of Essex Selectboard award the 2021 Summer Paving bid to Frank W. Whitcomb Construction Corp., of New Hampshire, in the amount of $744,532.00.

Memorandum

To: Town Selectboard; Evan Teich, Unified Manager
From: Sarah Macy, Finance Director
CC: Ally Vile, Recreation Director
Re: Approval of FY22 Recreation Programs Fund Budget
Date: May 3, 2021

Issue:
The issue is for the Selectboard to approve the FY22 Recreation Programs Fund Budget

Discussion:
At the last meeting the FY22 Recreation Programs Fund Budget was presented for consideration. On May 3rd staff is asking the Selectboard to approve the budget. The total program fund budget is $219,633 with $28,977 in the Extended School Program Costing Center and $190,656 in the Programs Costing Center. This fund is supported entirely by user fees.

Cost:
No cost.

Recommendation:
Staff recommends the Selectboard move to approve the FY22 Recreation Programs Fund Budget in the amount of $219,633.

Costing Center **159-30-14 - EPR Programs**

	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2022 Budget	$ Change	% Change
Revenues								
020.002-Shared Employee Revenue	-	-	-	9,501	-	-	-	n/a
020.300-Program Registration Fees	375,000	342,147	350,000	135,180	300,000	172,500	(127,500)	-42.5%
020.301-Boys Lacrosse Revenue	-	-	-	-	10,000	10,500	500	5.0%
020.302-Girls Lacrosse Revenue	-	-	-	-	8,200	9,000	800	9.8%
020.308-Facility & Field Rental	-	10	-	-	-	1,000	1,000	n/a
060.000-Interest Income	-	262	-	84	-	-	-	n/a
098.000-Miscellaneous Revenue	18,000	9,210	-	9,676	-	-	-	n/a
Total Revenues	**393,000**	**351,629**	**350,000**	**154,441**	**318,200**	**193,000**	**(125,200)**	**-39.3%**
Expenditure								
110.000-Regular Salaries	115,000	103,089	110,000	102,163	110,000	25,412	(84,588)	-76.9%
130.000-Overtime	-	3,938	-	3,700	3,500	-	*(3,500)*	*-100.0%*
210.000-Group Insurance	-	-	-	1,076	-	7,867	7,867	n/a
220.000-Social Security	8,798	8,188	8,000	7,844	8,200	1,984	(6,216)	-75.8%
230.000-Retirement	2,202	4,738	3,000	9,752	5,000	2,593	(2,407)	-48.1%
290.000-Other Employee Benefits	-	-	-	-	-	180	180	n/a
330.000-Professional Services	7,800	-	1,000	1,025	2,000	-	(2,000)	-100.0%
410.000-Water and Sewer Charges	2,500	2,325	500	450	-	-	-	n/a
441.000-Rental of Land or Buildings	17,000	17,875	10,600	13,375	-	-	-	n/a
442.000-Rental of Vehicles or Equipment	-	-	-	2,666	-	-	-	n/a
500.000-Training, Conferences, Dues	17,200	5,790	1,500	1,518	1,000	500	(500)	-50.0%
530.000-Communications	650	276	650	711	720	720	-	0.0%
540.000-Advertising	4,000	122	-	-	-	-	-	n/a
550.000-Printing and Binding	14,000	13,985	10,000	7,050	10,200	9,000	(1,200)	-11.8%
560.000-Postage	5,500	5,081	4,000	2,593	4,000	2,500	(1,500)	-37.5%
561.000-Credit Card Processing Fees	-	13,889	12,000	11,476	12,000	12,000	-	0.0%
570.000-Other Purchased Services	175,000	166,638	165,000	117,554	150,000	100,000	(50,000)	-33.3%
580.000-Travel	10,000	6,721	5,000	4,120	5,000	2,500	(2,500)	-50.0%
610.000-General Supplies	5,000	4,587	8,000	11,138	5,000	4,500	(500)	-10.0%
800.120-Essex Football League	900	-	900	-	900	-	(900)	-100.0%
800.121-Little League/Softball	3,000	3,000	3,000	3,000	3,000	3,000	-	0.0%
800.122-Babe Ruth League	475	-	475	-	475	-	(475)	-100.0%
830.000-Regular Programs	12,500	-	-	-	-	-	-	n/a
830.301-Boys Lacrosse	-	3,009	5,000	172	5,000	2,500	(2,500)	-50.0%
830.302-Girls Lacrosse	-	1,169	5,000	-	5,000	1,500	(3,500)	-70.0%
831.000-Special or New Programs	-	10,420	10,050	9,796	-	-	-	n/a
850.152-Easter Egg Hunt	-	582	200	-	300	300	-	0.0%

Costing Center	159-30-14 - EPR Programs							
850.153-Winter Carnival	-	946	1,200	1,122	1,000	1,000	-	0.0%
850.154-Halloween	-	563	300	269	300	600	300	100.0%
900.000-Transfer between Town/Village	-	-	-	-	-	12,000	12,000	n/a
Total Expenditure	**401,525**	**376,929**	**365,375**	**312,572**	**332,595**	**190,656**	**(141,939)**	**-42.7%**
Net 59-EPR Program Fund	*(8,525)*	*(25,301)*	*(15,375)*	*(158,131)*	*(14,395)*	*2,344*	*16,739*	*-116.3%*

Costing Center Summary

159-30-14 - EPR Programs

Previous Costing Center	159-30-14 - EPR Programs	**Budget Year**	2022
Entity	Town	**Accounting Reference**	159-30-14
Department	30 - EPR - Town	**Approved**	No
Stage	Budget Entry	**Manager**	Ally Vile (avile)

Narrative

The COVID19 pandemic hit our department and programming fund very hard. Because of that, certain programs either didn't run at all (lacrosse 2020 season) or ran at a significant lower enrollment capacity (summer day camps and fall soccer). Due to COVID19 compliance guidelines, lower enrollment didn't necessarily equate to decreased staffing or general expenses. We were able to receive some grant funds to offset added expenses, which was very beneficial.
This coming summer (FY22), our Explorer's Day Camp and school vacation camps will now be operated from the licensed childcare department through EJRP. We will focus on specialty camp offerings with contracted instructors or seasonal/part-time staff along with bringing our general/normal programming back up to typical capacities and balancing out our overall revenues and expenses.

Description

Enterprise fund

New Initiatives

We plan to get larger programming back to typical enrollments as we move out of the pandemic. We are currently working on an updated cost recovery project and plan to implement new practices to our pricing platform. This doesn't necessarily mean programs will be more expensive, but in turn, more balanced to provide fiscally responsible programming to our community in all areas of access.

Goals and Priorities

Budget Prior Year Comparison

Costing Center Summary

159-30-14 - EPR Programs

Object	Changes	Percent Change	2021 Amount	2022 Amount
Revenues				
020.300-Program Registration Fees	Decreased	42.50 %	300,000	172,500
020.301-Boys Lacrosse Revenue	Increased	5.00 %	10,000	10,500
020.302-Girls Lacrosse Revenue	Increased	9.76 %	8,200	9,000
020.308-Facility & Field Rental	New this year		-	1,000
Total Revenues		39.35 %	**318,200**	**193,000**
Expenditure				
110.000-Regular Salaries	Decreased	76.90 %	110,000	25,412
130.000-Overtime	Not used this year		3,500	-
210.000-Group Insurance	New this year		-	7,867
220.000-Social Security	Decreased	75.80 %	8,200	1,984
230.000-Retirement	Decreased	48.14 %	5,000	2,593
290.000-Other Employee Benefits	New this year		-	180
330.000-Professional Services	Not used this year		2,000	-
500.000-Training, Conferences, Dues	Decreased	50.00 %	1,000	500
530.000-Communications	Unchanged	0.00 %	720	720
550.000-Printing and Binding	Decreased	11.76 %	10,200	9,000
560.000-Postage	Decreased	37.50 %	4,000	2,500
561.000-Credit Card Processing Fees	Unchanged	0.00 %	12,000	12,000
570.000-Other Purchased Services	Decreased	33.33 %	150,000	100,000
580.000-Travel	Decreased	50.00 %	5,000	2,500
610.000-General Supplies	Decreased	10.00 %	5,000	4,500
800.120-Essex Football League	Not used this year		900	-
800.121-Little League/Softball	Unchanged	0.00 %	3,000	3,000
800.122-Babe Ruth League	Not used this year		475	-
830.301-Boys Lacrosse	Decreased	50.00 %	5,000	2,500
830.302-Girls Lacrosse	Decreased	70.00 %	5,000	1,500
850.152-Easter Egg Hunt	Unchanged	0.00 %	300	300
850.153-Winter Carnival	Unchanged	0.00 %	1,000	1,000
850.154-Halloween	Increased	100.00 %	300	600
900.000-Transfer between Town/Village	New this year		-	12,000
Total Expenditure		42.68 %	**332,595**	**190,656**

2022 Budget Details

Objects	Comments	Object Subtotals	2022 Budget
Revenues			
020 Charges for Services			
020.002-Shared Employee Revenue			-
020.300-Program Registration Fees			172,500
020.301-Boys Lacrosse Revenue			10,500
020.302-Girls Lacrosse Revenue			9,000

Costing Center Summary

159-30-14 - EPR Programs

Objects	Comments	Object Subtotals	2022 Budget
020.308-Facility & Field Rental			1,000
Total			**193,000**
098 Miscellaneous Revenues			
060.000-Interest Income			-
098.000-Miscellaneous Revenue		-	
098.000-Miscellaneous Revenue	Parking Great Escape	-	
098.000-Miscellaneous Revenue	Tickets Great Escape	-	
098.000-Miscellaneous Revenue	Tickets Six Flags	-	
			-
Total			**-**
Total Revenues			**193,000**
Expenditure			
100 Salaries			
110.000-Regular Salaries		25,412	
110.000-Regular Salaries	Program Coordinator salary (60% shared employee)	-	
			25,412
120.000-Part Time Salaries			-
130.000-Overtime			-
Total			**25,412**
200 Benefits			
210.000-Group Insurance			7,867
220.000-Social Security			1,984
230.000-Retirement			2,593
290.000-Other Employee Benefits			180
Total			**12,624**
300-699 Operating Expenses			
330.000-Professional Services	Previously split expense throughout all operating		-
410.000-Water and Sewer Charges	Pre FY22 all utilities were lumped together in thi		-
441.000-Rental of Land or Buildings			-
500.000-Training, Conferences, Dues	Conference registration fees		500
530.000-Communications	Program Director phone service		720
540.000-Advertising			-
550.000-Printing and Binding	Program brochures - 50/50 split with EJRP		9,000
560.000-Postage	Postage for brochures - 50/50 split with EJRP		2,500
561.000-Credit Card Processing Fees			12,000
570.000-Other Purchased Services	Instructor fees		100,000
580.000-Travel	Program related travel expenses		2,500
610.000-General Supplies			4,500
613.000-Program Supplies			-
621.000-Natural Gas/Heating			-
622.000-Electricity			-
Total			**131,720**
700 Capital or Property Objects			
750.000-Machinery and Equipment			-
Total			**-**

Costing Center Summary

159-30-14 - EPR Programs

Objects	Comments	Object Subtotals	2022 Budget
800 Appropriations			
800.120-Essex Football League			-
800.121-Little League/Softball	Municipal contribution to volunteer-run organizati		3,000
800.122-Babe Ruth League			-
Total			**3,000**
820-850 Program & Event Expenses			
830.000-Regular Programs			-
830.301-Boys Lacrosse	League fees, etc.		2,500
830.302-Girls Lacrosse	League fees, etc.		1,500
831.000-Special or New Programs	Parking Great Escape	-	
831.000-Special or New Programs	Tickets Great Escape	-	
831.000-Special or New Programs	Tickets Six Flags	-	
			-
835.000-Program Instructor Fees			-
850.152-Easter Egg Hunt	Co-Sponsored with EJRP - community event		300
850.153-Winter Carnival	Co-Sponsored with EJRP - community event		1,000
850.154-Halloween	Co-Sponsored with EJRP - community event		600
Total			**5,900**
900 Transfer between Town/Village (as expense)			
900.000-Transfer between Town/Village	Transfer to Village General Fund (colocation)		12,000
Total			**12,000**
Total Expenditure			**190,656**
Net Total			**2,344**

Costing Center **159-30-15 - EPR Extended School Program**

	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2022 Budget	$ Change	% Change
Revenues								
020.300-Program Registration Fees	40,000	36,132	40,000	30,095	40,000	40,000	-	0.0%
Total Revenues	**40,000**	**36,132**	**40,000**	**30,095**	**40,000**	**40,000**	**-**	**0.0%**
Expenditure								
110.000-Regular Salaries	35,000	6,498	7,000	4,748	7,000	-	(7,000)	-100.0%
120.000-Part Time Salaries	-	-	-	-	-	10,800	10,800	n/a
220.000-Social Security	-	497	500	363	500	827	327	65.4%
530.000-Communications	-	354	350	380	400	350	(50)	-12.5%
550.000-Printing and Binding	-	-	200	73	100	-	(100)	-100.0%
570.000-Other Purchased Services	-	20,364	20,000	13,974	20,000	15,000	(5,000)	-25.0%
580.000-Travel	-	3,557	3,000	2,134	3,000	1,500	(1,500)	-50.0%
610.000-General Supplies	-	760	800	-	500	500	-	0.0%
Total Expenditure	**35,000**	**32,030**	**31,850**	**21,672**	**31,500**	**28,977**	**(2,523)**	**-8.0%**
Net 59-EPR Program Fund	*5,000*	*4,101*	*8,150*	*8,423*	*8,500*	*11,023*	*2,523*	*29.7%*

Costing Center Summary

159-30-15 - EPR Extended School Program

Previous Costing Center	159-30-15 - EPR Extended School Program	**Budget Year**	2022
Entity	Town	**Accounting Reference**	159-30-15
Department	30 - EPR - Town	**Approved**	No
Stage	Budget Entry	**Manager**	Ally Vile (avile)

Narrative

The COVID19 pandemic hit our department and programming fund very hard. Because of that, certain programs either didn't run at all (Spring and Fall 1 2020 ESP sessions) or ran at a significant lower enrollment capacity. Due to COVID19 compliance guidelines, lower enrollment didn't necessarily equate to decreased staffing or general expenses. Program scheduling has also had limitations due to school space restrictions and transportation availability. The Program Coordinator has adapted to all the changes and has been able to create new programming options for even middle school students and to help fill remote learning days when school work is complete.

Description

Enterprise Fund

New Initiatives

We plan to get additional programming and enrollments back to typical levels as we move out of the pandemic. We are currently working on an updated cost recovery project and plan to implement new practices to our pricing platform. This doesn't necessarily mean programs will be more expensive, but in turn, more balanced to provide fiscally responsible programming to the afterschool needs apart from general childcare.

Goals and Priorities

Budget Prior Year Comparison

Object	Changes	Percent Change	2021 Amount	2022 Amount
Revenues				
020.300-Program Registration Fees	Unchanged	0.00 %	40,000	40,000
Total Revenues		0.00 %	**40,000**	**40,000**
Expenditure				
110.000-Regular Salaries	Not used this year		7,000	-
120.000-Part Time Salaries	New this year		-	10,800
220.000-Social Security	Increased	65.40 %	500	827
530.000-Communications	Decreased	12.50 %	400	350
550.000-Printing and Binding	Not used this year		100	-
570.000-Other Purchased Services	Decreased	25.00 %	20,000	15,000
580.000-Travel	Decreased	50.00 %	3,000	1,500
610.000-General Supplies	Unchanged	0.00 %	500	500
Total Expenditure		8.01 %	**31,500**	**28,977**

2022 Budget Details

Costing Center Summary

159-30-15 - EPR Extended School Program

Objects	Comments	Object Subtotals	2022 Budget
Revenues			
020 Charges for Services			
020.300-Program Registration Fees			40,000
Total			**40,000**
Total Revenues			**40,000**
Expenditure			
100 Salaries			
110.000-Regular Salaries			-
120.000-Part Time Salaries		10,800	
120.000-Part Time Salaries	Part time employees/staff coverage during programs	-	
			10,800
Total			**10,800**
200 Benefits			
220.000-Social Security			827
Total			**827**
300-699 Operating Expenses			
530.000-Communications	Dedicated cell line		350
540.000-Advertising			-
550.000-Printing and Binding	In-house design & printing		-
570.000-Other Purchased Services	Instructor fees		15,000
580.000-Travel	Program related travel		1,500
610.000-General Supplies			500
613.000-Program Supplies			-
Total			**17,350**
820-850 Program & Event Expenses			
835.000-Program Instructor Fees			-
Total			**-**
Total Expenditure			**28,977**
Net Total			**11,023**

Memorandum

To: Essex Selectboard; Evan Teich, Unified Manager
Copy: Ashley Gray, Principal, Essex Elementary School
From: Darren Schibler, Town Planner; Essex Conservation and Trails Committee
Date: April 13, 2021
Subject: 2021 Arbor Day Tree Planting Grant, Greening Schools Grant, and Arbor Day Proclamation

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Issue

The issue is whether the Selectboard will approve an Arbor Day proclamation, and to notify the Selectboard that the Town received the above-named grants.

Discussion

The Vermont Urban and Community Forestry Program distributes annual grants to encourage communities and schools to plant trees in celebration of Arbor Day and educate the public about the benefits of trees to people and the natural world. The Program also distributes a Greening Schools grant through which Horsford Gardens & Nursery provides one free tree for planting at schools in Chittenden and Addison Counties.

We are pleased to announce that the Town has been awarded both grants thanks to a partnership between the Conservation and Trails Committee and Essex Elementary School to plan an Arbor Day celebration, enlisting second-grade students to identify two tree planting sites on their campus. These will enhance the outdoor learning areas that have been used extensively during the COVID-19 pandemic, and will be monitored and maintained by future cohorts of students. School communications staff will live-stream the actual tree planting event for parents to participate remotely (or in person as state guidance allows), and local news outlets (the Essex Reporter and Burlington Free Press) will be invited to cover the event.

In honor of the event, the Conservation and Trails Committee asks the Selectboard to officially proclaim the first Friday of May each year as Arbor Day in Essex, as it is traditionally celebrated in Vermont. A proclamation document is attached.

Together, these actions will meet the third of four requirements for the Town to obtain Tree City USA designation.

Cost

There will be no cost associated with the Arbor Day planting. The Arbor Day grant provides up to $1,100 to reimburse tree planting materials and labor costs, which will more than cover project expenses to be initially paid out of the tree maintenance ("Conservation" capital) account. The Greening Schools application covers the material cost of one tree.

Recommendation

It is recommended that the Selectboard proclaim the first Friday in May of each year as Arbor Day in the Town of Essex.

PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and;

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and;

WHEREAS, Arbor Day is now observed throughout the nation and the world, and;

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, reduce heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and;

WHEREAS, trees in our Town increase property values, enhance the economic vitality of businesses, and beautify our community, and;

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal;

NOW, THEREFORE, we hereby proclaim the **first Friday in May** of each year as **ARBOR DAY** in the Town of Essex, and encourage all community members to celebrate and protect our trees and woodlands.

_____ _____

Andrew Watts, Selectboard Chair Vince Franco

_____ _____

Patrick Murray, Vice Chair Dawn Hill-Fleury

_____

Tracey Delphia, Clerk

TOWN OF ESSEX
SELECTBOARD
REGULAR MEETING
April 19, 2021

SELECTBOARD: Andy Watts, Chair; Patrick Murray, Vice Chair; Tracey Delphia, Clerk; Vince Franco, Dawn Hill-Fleury.

ADMINISTRATION: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Brad Luck, EJRP Director; Dennis Lutz, Public Works Director; Sarah Macy, Finance Director; Allyson Vile, Director of Parks & Recreation.

OTHERS PRESENT: Al Bombardier, Bob Burrows, Matt Carmolli, Alise Certa, Marcus Certa, Raj Chawla, Heidi Clark, Kevin Collins, Annie Cooper, J. Cote, Patty Davis, Jon Demeritt, Erin Dickinson, Will Dodge, Erin Ennis, Michael Fink, Maureen Gillard, Megan Humphries, Tamara Jaques, River Jo, Ethan Lawrence, Rachael Lizotte, Timothy Miller, Lulu Mills, Toni Morgan, Jessica Neiles, Adam Newhard, Mary Post, Betty Poulin, Roseanne Prestipino, Angel Segarra, Brian Shelden, Ken Signorello, Bill Silverstrim, Gabrielle Smith, Harlan Smith, Margaret Smith, Saramichelle Stultz, Mike Sullivan, Mike Thorne, George Tyler, Doug Wilson, Irene Wrenner, Lorraine Zaloom, Sharon Zukowski, Bill ____, Deb ____, Dennis ____, Janet ____, Jeanne ____, Johnson ____, M _____, RM, Rob____.

1. CALL TO ORDER

Andy Watts called the meeting of the Town of Essex Selectboard to order at 6:30 pm.

2. AGENDA ADDITIONS/CHANGES

Tracey Delphia asked to move the minutes of the April 5, 2021 Selectboard meeting from the Consent Agenda to Business Item 5g and asked to move the Adoption of 2021 Local Emergency Management Plan Update from the Consent Agenda to Business Item 5h.

3. AGENDA APPROVAL

DAWN HILL-FLEURY made a motion, and TRACEY DELPHIA seconded, to adopt the agenda with the following changes: Add Minutes of April 5, 2021 as Business Item 5g; Add Adoption of 2021 Local Emergency Management Plan Update as Business Item 5h. The motion passed 5-0.

4. PUBLIC TO BE HEARD

Patrick Murray and Vince Franco apologized to the Selectboard and the public for texting each other and a former Selectboard member during a recent Selectboard meeting.

Mr. Lawrence requested a speed study of Osgood Hill Road to potentially reduce the speed limit from 35 to 25 MPH, adding that the neighborhood is supportive of such a move as speed is a problem on the road.

Ms. Certa spoke about Mr. Franco and Mr. Murray's actions during a recent meeting and their apology at the beginning of this meeting. She said that this type of tension between the public and the

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Selectboard causes concern for the public about voicing their concerns, but also causes concern and hesitancy about running for public office in Essex.

Mr. Silverstrim concurred with Mr. Lawrence about the speed limit reduction on Osgood Hill Road. He also read a prepared statement regarding the actions taken by Mr. Murray and Mr. Franco at the aforementioned meeting. He called for the resignation of Mr. Murray and Mr. Franco. He said that cell phones should not be used by town officials or the Selectboard during meetings.

Ms. Post said she was disappoined in the public apologies of Mr. Murray and Mr. Franco, saying they deflected blame. She said she is uncomfortable with Mr. Murray being part of any negotiations with the Village on behalf of the Selectboard, citing concerns about bias.

Mr. Signorello clarified that when he was presenting separation numbers during the March 25, 2021 meeting he did not intend to make light of the calculations or denigrate staff.

Ms. Zaloom spoke about the perceived lack of consensus among the Selectboard members as illustrated by the texting incident at the March 25, 2021 meeting. She called for censure of Mr. Murray and asked him to step down as Vice Chair because she does not feel represented by him.

Ms. Davis requested an ethics committee for the Town of Essex, similar to what the Town of Shelburne has. She spoke about the lack of trust she has in public officials now.

Ms. Humphries spoke about being an observer and an active voter. She said it is clear that there is so much pain in the community. She said the community is doing long-term damage to itself if it continues in this current direction.

Mr. Newhard said that Mr. Franco and Mr. Murray have taken accountability for their actions, noting that they are on the receiving end of public abuse. He said it is important to call out bullying like this, and that the community needs to move forward.

Ms. Margaret Smith said she agrees with equal representation. She noted her experience speaking to the Selectboard about the dog issue at Indian Brook Park and was disappointed with the response.

Ms. Wrenner echoed the comments of Mr. Silverstrim, Ms. Post, and others who have expressed disappointment. She noted her own experiences of public abuse as a former Selectboard member but said she had never texted anyone to cope with the stress and that there are better outlets for stress.

Ms. Gabrielle Smith asked about the public records request about texting. Mr. Murray clarified that it was specific to Elaine Haney. Ms. Smith said she is concerned that the person making the request singled out a specific person.

Mr. Certa asked about the plans for potentially reopening Memorial Hall for rental. Mr. Teich replied that staff are looking at the structural integrity of the building because they received reports that one wall was sagging and are also conducted roof repairs. He said that the Town and Village will reassess in late spring whether to open buildings up to the public.

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Ms. Cooper said there is a precedent for setting time limits for speakers at the public comment portion of meetings. She also suggested that the Selectboard add language into its Communication Policy around utilization of phones during meetings. Mr. Watts said the Communications Policy was modified at the prior meeting to prohibit texting and phone calls during meetings. Ms. Delphia said she also added a prohibition on social media during meetings.

Ms. Davis said she will be donating flowers to the Essex Experience.

Ms. Zaloom spoke about Black Lives Matter vigils and verbal harassment from some people driving by. She asked that the Unified Manager and Police Chief be alerted to that. Mr. Teich replied that the Town does not normally schedule police attendance at protests and events unless they are expecting something negative to occur.

Ms. Delphia said that her silence on the issue of texting during the March 25, 2021 meeting does not mean she condones the actions. She said it was important for leaders to give feedback and criticism in private and open a dialogue.

Mr. Watts said there is no provision in Vermont statute for recall of an elected official and that the Selectboard cannot force an elected official to take on an "agreeable" position on any topic. He further noted that a vote of censure isn't possible for the Selectboard as an attempt to modify the behavior of one of its members.

5. BUSINESS ITEMS

a. *Interview and potential appointment: Michael Fink, Energy Committee

Mr. Watts noted that Energy Committee seats have been advertised as open since July of last year.

Mr. Fink introduced himself and said he works in the field of energy efficiency and renewable energy. Mr. Murray asked for further detail of his work history and background. Mr. Fink replied that his education is in chemistry and that he currently writes computer code with the aim of finding efficiencies and evaluating whether improvements are financial justifiable for evaluating carbon emissions for proposals.

Mr. Watts asked if Mr. Fink has had the opportunity to attend any Energy Committee meetings and asked what he could bring to the table. Mr. Fink said he has not attended any Energy Committee meetings yet and that his experience as an analyst could bring skills to help find efficiencies for the community in terms of energy.

Mr. Dodge said that the Energy Committee is delighted that Mr. Fink has volunteered to serve and is very qualified to participate on the Committee, specifically around energy efficiency data. He emphasized the importance of focusing on the Energy Plan that was adopted in 2019.

PATRICK MURRAY made a motion, and DAWN HILL-FLEURY seconded, to appoint Michael Fink to the Energy Committee for a term ending June 30, 2023. The motion passed 5-0.

b. **Consider approval of first-and-third-class liquor license renewal

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Mr. Duggan noted that the application for these licenses is complete but that police review has not yet occurred.

VINCE FRANCO made a motion, and PATRICK MURRAY seconded, that the Selectboard approve the First & Third Class Liquor License renewal for Lang Family LLC/DBA: Barns at Lang Farm pending approval from the Police Department. The motion passed 5-0.

c. Presentation and discussion about Fiscal Year 2022 Essex Parks and Recreation Program Fund Budget

Ms. Vile began by saying that the Parks and Recreation Department is an Enterprise Fund and is sustained independently of resident taxes. She noted that the pandemic impacted the department heavily and that programming has been delayed and restricted in other ways, but that they continue to bring programs back online. She said that in the spring of 2020, large programs weren't able to be run and space for programs in the fall of 2020 was limited. She said that this summer, the Explorers Day Camp and school vacation camps will be operated through the licensed child care department in the Essex Junction Recreation Department (EJRP) and that the Essex Parks and Recreation department will focus on specialty camp programming. She said they are conducting a cost recovery project to implement practices and pricing platforms to be more fiscally responsible when it comes to programming for communities.

Ms. Vile then explained the Extended School Program budget, which is for additional activities after the school day that are held on site at schools. She said this year they have been more creative in how they utilize space and get kids to programming.

Ms. Hill-Fleury asked about staffing during the COVID-19 pandemic. Ms. Vile replied that there have been some difficult times but also there have been times where the hybrid school schedule has worked in the program's favor. She said the Essex Westford School District has been helpful with being creative with space and conducting activities in school spaces.

Mr. Watts said noted discussions at Vermont League of Cities and Towns meetings about the American Rescue Plan Act funding and how there will be funds available for municipalities to access based on lost revenues due to covid. He asked if this funding is being pursued. Ms. Vile replied in the affirmative, saying some of the prior funding was applied last summer. Mr. Teich said the Finance Department is still waiting for guidance from the federal and state governments about this next round of fund usage.

Mr. Watts opened the discussion up for public comment.

Mr. Signorello asked about budget calculations and whether net revenue is down or up. Ms. Macy replied that they are budgeting for a small surplus.

d. Presentation and discussion about Fiscal Year 2022 Water and Sewer Budget and Rates

Mr. Lutz began by noted that the water and sewer budgets are also part of an enterprise fund. He said the Town's water comes from the Champlain Water District (CWD) and that wastewater is treated by the Essex Junction water treatment plant. He said pump stations are owned and operated by CWD, which owns the transmission lines, but that the Town owns all other lines outside the Village of Essex Junction. He said the Town has 16 pump stations for sewage outside the Village.

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He noted that in fiscal year 2021, there was a 3.7% increase in charges from CWD, 1.9% from wastewater in the treatment plant, and a 3% increase in labor rates. He said that because Covid made it difficult for some to pay their utilities, the overall rate increase was 1% and the Department absorbed the excess cost. He said that they did not budget to meet expenses but budgeted for Covid, which is not sustainable long-term.

He discussed water rates, requesting a 2.8% increase in rates and a 3.5% increase in overall budgeted line items. He said that the Town is trying to keep its annual rates at or around 3% or lower. He noted a small increase proposed for the initiation fee. He said the minimum water rate charge hasn't changed. He said sewer was budgeted for a 3.7% increase in line item costs but a 3% increase in rates.

Mr. Lutz outlined items that continue to impact the budget. He spoke about efforts to maintain the system stabilization fund, which is close to what the estimated costs are per year to make system improvements over a 50-year period. He spoke about the need to finish the meter replacement program. He spoke about the need to continue to reduce unaccounted for water/wastewater.

Mr. Watts said the tables show history of water and sewer flow and that they are both trending downward. He asked what is driving the downward trend. Mr. Lutz replied that when businesses leave, the water demand decreases. He also said it is due to efficiencies, like low-flow showerheads. Mr. Lutz outlined water and sewer rates as compared to neighboring communities, noting that Essex is close to the average rate.

e. Consider warning public hearing for Fiscal Year 2022 Water and Sewer Budget and Rates

TRACEY DELPHIA made a motion, and DAWN HILL-FLEURY seconded, that the Selectboard warn a public hearing for the Fiscal Year 2022 water and sewer budget and rates, for 6:35 p.m. on May 3, 2021. The motion passed 5-0.

f. Discuss results of merger vote, Village of Essex Junction's exploration of Plan of Separation, and potential next steps for Town

Mr. Duggan said this is an opportunity to discuss the merger vote and the Village's advisory vote on separation. Mr. Teich added that this is an opportunity to discuss next steps. He said that though merger is challenging, separation is also challenging. He noted that any charter change needs to be approved by the State legislature.

Mr. Franco asked whether the Selectboard should begin estimating separation numbers as a Town and whether some preparatory work should be conducted. Mr. Teich said that staff could flesh out impacts once more specifics are known, but that any analyses depend on many assumptions. Mr. Duggan said it would be helpful for the Selectboard and Village Trustees to work together on which assumptions staff should incorporate into analyses. Ms. Hill-Fleury said the Town should be providing assistance and support to the Trustees if they need it.

Mr. Murray said the Town needs to determine the fiscal impacts of Village separation on the Town. He said a November 2021 separation vote could have impacts for Fiscal Year 2023, should the separation take place in the beginning of calendar year 2022. He said the Town needs to determine what the budget

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looks like for the Town without the Village and that the Town needs to determine who controls the Police Department. Ms. Delphia agreed that anticipated separation scenarios need to be planned for.

Mr. Watts said that the Selectboard should focus on the business of the Town, which has been deferred due to merger discussions. He disagreed that the Selectboard should focus on the Village's separation. He said a workable separation agreement would be difficult to draft in the next six months. He suggested that the Town and Village work on compromise positions.

Mr. Watts opened the discussion up to the public.

Ms. Dickinson spoke in support of planning for anticipated separation scenarios. She also asked whether Selectboard members who are Village residents would have to recuse themselves. Mr. Watts replied that no one can force a position of a conflict of interest upon any Board member and that recusal is up to a member's discretion.

Ms. Davis suggested that the Town hire an attorney for defensive purposes.

Ms. Post said that Village residents who are Selectboard members should recuse themselves from discussion about separation. She also asked whether costs around pursuing separation are being paid for by the Town or if they are being incurred by the Village.

Ms. Lizotte expressed disappointment about the outcome of the merger vote, the propaganda and misinformation surrounding the vote, and the discord that has been sown by this conversation between the Town and Village.

Mr. Bombardier agreed with an earlier comment about a defense attorney. He also stressed the importance of public updates and public input.

Mr. Chawla expressed appreciation for moving quickly on this issue.

Ms. Humphries said separation would sow more division in the community and would be more damaging than beneficial.

Ms. Certa asked how annexation could work. Mr. Watts replied that it is a process where a Village can add additional territory. He said the Selectboard is not involved unless it participates in hearings about annexation. He said that if a group petitions to join a Village, a judge and independent committee are appointed to assess whether it's in the best interest of all parties to be annexed and then both the Village and annexed area vote on whether to join.

Mr. Shelden said the Village's vote to hold a separation vote in November behooves the Town to plan for and anticipate the impacts of that vote.

Mr. Tyler said it isn't the intention of the Trustees to take anything away from the Town or harm the Town in any way. He also hoped for good relations and an open dialogue between the Village and the Town.

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Ms. Gabrielle Smith said that merger feels futile at this point and that the community should focus on separation and then move forward.

Ms. Wrenner said that the highway tax was paid for by the Town outside the Village for decades and proposed a Town outside the Village tax district to pay for legal services related to separation.

Mr. Smith said the Town Selectboard needs to consider that it represents both the Village and the Town outside the Village.

The Selectboard will attend the Village Trustees meeting on April 27, 2021 to discuss the separation issue. The Selectboard directed staff to research hiring an attorney for the Town.

g. Minutes of meeting – April 5, 2021

DAWN HILL-FLEURY made a motion, and PATRICK MURRAY seconded, to approve the minutes as amended. The motion passed 5-0. The following amendments were made:

- **Line 165-167: Strike the two sentences beginning "Cell phones or other electronic handheld devices….(such as 'silent' or 'vibrate')."**
- **Line 168: Strike "Additionally"**

h. Consider adoption of 2021 Local Emergency Management Plan

TRACEY DELPHIA made a motion, and DAWN HILL-FLEURY seconded, to approve the 2021 local emergency management plan update and authorize staff to make changes to staffing, program, and providers as needed. The motion passed 5-0.

6. CONSENT ITEMS:

a. Consider approval of Wastewater Allocation Request for 4.0 E.U (800 GDP of wastewater flow) 1 Kana Lane
b. Consider appointment: Joseph Teegarden, Cemetery Commission
c. **Consider approval of outdoor consumption permits for M&M Management LLC/DBA The Food Bar and Mark BBQ, LLC/DBA Heart n Soul
d. ***Consider adoption of 2021 Local Emergency Management Plan Update (now agenda item 5h)
e. Approve minutes: April 5, 2021 (now agenda item 5g)
f. Check Warrant: #17845-4/9/21;

DAWN HILL FLEURY made a motion, and VINCE FRANCO seconded, to approve the consent agenda. The motion passed 5-0.

****Selectboard will be acting as Board of Liquor Control Commissioners during this agenda item**

7. READING FILE:

a. Board member comments: Ms. Hill-Fleury and Mr. Franco thanked Ms. Cooper for her service on the Economic Development Committee. Mr. Murray thanked Ms. Sheppard for her service on the Town Meeting TV board.

DRAFT

b. Colchester-Essex VT-15 Multi-Use Path Project
c. Memo from Dennis Lutz re: Status of Winter Operations through April 5, 2021
d. Letter from Andrew Ferguson re: Sanitary Survey Letter, Essex Town Water System
e. Email from Annie Cooper re: Economic Development Commission
f. Email from RaMona Sheppard re: TMTV resignation
g. Upcoming meeting schedule

8. EXECUTIVE SESSION:
a. *An executive session may be necessary to discuss the appointment of public officers
b. ***An executive session may be necessary to discuss security or emergency response measures

9. ADJOURN:

TRACEY DELPHIA made a motion, and PATRICK MURRAY seconded, to adjourn the meeting. The motion passed 5-0 at 10:51 PM.

Respectfully Submitted,
Amy Coonradt
Recording Secretary

Approved this _____ day of_____, 2021

(see minutes of this day for corrections, if any)

DRAFT

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
07305	AIRGAS USA LLC	03/31/21	welding shield 9111630762	110-43110.612 UNIFORMS	32.17	33574	04/16/21
42665	AMAZON/SYNCB	03/10/21	EJRP Amazon March 0432266 0321	110-45220.610 GENERAL SUPPLIES	23.97	33576	04/16/21
07465	BIBENS ACE HARDWARE INC	04/07/21	Senior Van Supplies 40975	110-45300.610 GENERAL SUPPLIES	22.97	33577	04/16/21
27470	BRADY JAMES	04/08/21	Mailbox reimbursement 040821D	110-41946.015 Gen Supplies - PW Garage	37.07	33578	04/16/21
11375	CASELLA WASTE MANAGEMENT	04/01/21	trash pick up 81 Main 3150948	110-41510.210 GROUP INSURANCE	257.03	33583	04/16/21
11375	CASELLA WASTE MANAGEMENT	04/01/21	APR TRASH/RECYCLING 3152272	110-41943.013 Contractual Svcs - Police	145.91	33583	04/16/21
40205	CDW-G	04/09/21	LOGITECH C920E WEBCAM B565164	110-42124.575 INFORMATION TECHNOLOGY	62.73	33584	04/16/21
V9941	COMMERCIAL CARD SVCS	03/19/21	Overnight postage for ref 951	110-41946.010 Gen Supplies - 81 Main St	26.35	33591	04/16/21
17025	COONRADT AMY	03/31/21	3/25/21 Recording Secreta 0053	110-41110.330 SECRETARY	191.88	33592	04/16/21
23215	ESSEX EQUIPMENT INC	04/13/21	grade stakes 107829680001	110-43120.610 GENERAL SUPPLIES	24.70	33596	04/16/21
V0777	ESSEX REPORTER	01/15/21	Ad for reclassification o 304822	110-43110.572 Advertising & Interview C	200.00	33598	04/16/21
V0777	ESSEX REPORTER	01/31/21	Osgood Hill/Catella ditch 305235	110-43151.540 FLOW MONITORING/ADVERTISI	250.00	33598	04/16/21
41435	FIRETECH SPRINKLER CORP.	04/04/21	Annual Fire Sprinkler Ins 46784	110-41943.015 Contractual Svs - PW Gara	250.00	33600	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45220.610 GENERAL SUPPLIES	37.90	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45220.610 GENERAL SUPPLIES	676.00	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45220.610 GENERAL SUPPLIES	46.42	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45220.610 GENERAL SUPPLIES	35.99	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45220.610 GENERAL SUPPLIES	151.10	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	110-45300.610 GENERAL SUPPLIES	7.56	33601	04/16/21
14595	FOLEY SERVICES INC	04/13/21	CARPET RUNNERS 1362867	110-41943.013 Contractual Svcs - Police	48.40	33605	04/16/21
04035	GOT THAT RENTAL & SALES I	04/08/21	grass seed 83936	110-43120.610 GENERAL SUPPLIES	93.00	33607	04/16/21
04035	GOT THAT RENTAL & SALES I	04/08/21	Lacrosse Supplies 83947	110-45220.431 R&M SUPPLIES	20.07	33607	04/16/21
07010	GREEN MOUNTAIN POWER CORP	04/02/21	IBR Power March 3/3-4/2/2 0421 IBTB	110-45220.570 OTHER PURCHASED SERVICE	20.32	33608	04/16/21
07010	GREEN MOUNTAIN POWER CORP	04/08/21	EPD ELECTRICITY 040821DEPD	110-41947.013 Electricity - Police Sta.	1539.47	33609	04/16/21
07010	GREEN MOUNTAIN POWER CORP	04/08/21	rental of poles 515595	110-43115.622 Electricity - St/Traffic	22.50	33610	04/16/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
07380	HARD WIRED AUTO ELECTRONI	04/12/21	Body Camera Vehicle Kit I 1609	110-42152.430 REPAIR/MAINTENANCE SERV	1575.00	33611	04/16/21
33495	INGRAM LIBRARY SERVICES I	12/30/20	Adult Book 50435363	110-45510.640 Adult Collection	17.96	33612	04/16/21
33495	INGRAM LIBRARY SERVICES I	12/30/20	Adult Book 50435363	110-45510.610 GENERAL SUPPLIES	1.99	33612	04/16/21
26390	INT'L INST. OF MUN. CLERK	01/06/21	Membership dues 210106	110-41540.560 DUES/SUBSCRIP/MEETINGS	15.00	33613	04/16/21
26390	INT'L INST. OF MUN. CLERK	01/06/21	Membership dues 210106	110-41540.560 DUES/SUBSCRIP/MEETINGS	175.00	33613	04/16/21
27510	JD ESSEX LLC	04/15/21	Refund of Tax Credit 2090006019	110-20202.000 TAX PAYMENTS IN ADVANCE	3629.00	33614	04/16/21
24560	JET SERVICE ENVELOPE CO	04/09/21	Election supplies 71907	110-41400.820 ELECTIONS/TOWN MEETINGS	110.00	33615	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	110-41510.570 OTHER PURCHASED SERVICES	543.72	33618	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	110-14301.000 PREPAID EXPENSES	2718.60	33618	04/16/21
38460	L D OLIVER SEED CO INC	04/09/21	Baseball Fields Lime 21295	110-45220.431 R&M SUPPLIES	356.33	33619	04/16/21
21865	LAFAYETTE HIGHWAY SPECIAL	04/05/21	Sand Hill Park Supplies - 32237	110-45220.610 GENERAL SUPPLIES	232.00	33620	04/16/21
17080	MCKESSON MEDICAL SURGICAL	03/30/21	2 BOXES GLOVES 18108277	110-42130.611 SMALL TOOLS & EQUIPMENT	76.55	33625	04/16/21
17080	MCKESSON MEDICAL SURGICAL	03/31/21	1 BOX GLOVES 18108868	110-42130.611 SMALL TOOLS & EQUIPMENT	36.55	33625	04/16/21
17080	MCKESSON MEDICAL SURGICAL	04/05/21	1 CASE L GLOVES 18110985	110-42130.611 SMALL TOOLS & EQUIPMENT	366.48	33625	04/16/21
17080	MCKESSON MEDICAL SURGICAL	04/06/21	1 CASE XL GLOVES 18112603	110-42130.611 SMALL TOOLS & EQUIPMENT	365.53	33625	04/16/21
40465	MITCHELL'S TEES & SIGNS I	04/09/21	Gragg Basic Training Unif 04/09/2021	110-42130.612 UNIFORMS	195.00	33626	04/16/21
27395	MVP HEALTH CARE INC 43118	04/16/21	Health Prem May 21 Vill 050121V	110-20213.000 HEALTH INSURANCE CO-PAY	538.94	33628	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-42220.442 Rental of Equipment	80.74	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-42130.442 RENTAL OF EQUIPMENT	80.74	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-42130.442 RENTAL OF EQUIPMENT	80.74	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-45510.442 Rental of Equipment	80.74	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-41960.442 Rental of Equipment	94.15	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-41510.442 Rental of Equipment	120.43	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-42130.442 RENTAL OF EQUIPMENT	138.97	33629	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	110-41540.442 Rental of Equipment	138.97	33629	04/16/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2	110-41960.442	46.32	33629	04/16/21
			72083055	Rental of Equipment			
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2	110-43110.442	46.32	33629	04/16/21
			72083055	RENTAL OF EQUIPMENT			
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2	110-41320.442	177.89	33629	04/16/21
			72083055	Rental of Equipment			
10220	NEW ENGLAND AIR SYSTEMS L	03/31/21	COOLING TOWER STARTUP	110-41943.013	664.44	33630	04/16/21
			174929	Contractual Svcs - Police			
31335	NEW ENGLAND ASSOC CITY &	04/12/21	Membership dues 1/1-12/31	110-41540.560	35.00	33631	04/16/21
			210421	DUES/SUBSCRIP/MEETINGS			
V2393	NORTHEAST MAILING SYSTEMS	04/09/21	3 Ink cartridges for mail	110-41946.010	470.64	33632	04/16/21
			363387	Gen Supplies - 81 Main St			
43010	NORTRAX INC	04/05/21	grader blades/stinger bit	110-43110.433	2153.76	33634	04/16/21
			2076481	R&M SUPPLIES - VEHICLES			
43010	NORTRAX INC	04/08/21	grader edges	110-43110.433	916.84	33634	04/16/21
			2077109	R&M SUPPLIES - VEHICLES			
09350	PURITY CHEMICALS INC	03/29/21	Equipment Degreaser	110-43110.610	275.00	33638	04/16/21
			INV31057	GENERAL SUPPLIES			
24350	QUESTICA LTD	02/23/21	FY22 License	110-41510.570	823.94	33639	04/16/21
			INV106235	OTHER PURCHASED SERVICES			
24350	QUESTICA LTD	02/23/21	FY22 License	110-14301.000	9063.37	33639	04/16/21
			INV106235	PREPAID EXPENSES			
42970	ROUSE TIRE SALES INC	03/19/21	mount/dismount tires	110-43110.432	58.90	33642	04/16/21
			30103231	R&M SVCES - VEHICLES			
42970	ROUSE TIRE SALES INC	03/24/21	dismount/mount tires	110-43110.432	80.00	33642	04/16/21
			30103282	R&M SVCES - VEHICLES			
42970	ROUSE TIRE SALES INC	03/31/21	Tires for Trk 603	110-43110.433	796.80	33642	04/16/21
			30103441	R&M SUPPLIES - VEHICLES			
28030	ROUTE 15 AUTOMOTIVE SERVI	04/08/21	INSTALL SKID PLATES	110-42152.430	65.00	33643	04/16/21
			131107	REPAIR/MAINTENANCE SERV			
28030	ROUTE 15 AUTOMOTIVE SERVI	04/11/21	LOF/ROTATE TIRES/RATTLE F	110-42152.430	94.95	33643	04/16/21
			131108	REPAIR/MAINTENANCE SERV			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-41947.011	296.36	33646	04/16/21
			127A	Electricity - Essex Free			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-41947.010	1047.07	33646	04/16/21
			127A	Electricity - 81 Main St			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-41947.012	355.99	33646	04/16/21
			127A	Electricity - Fire Statio			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-41947.015	869.80	33646	04/16/21
			127A	Electricity - PW Garage			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-41947.016	122.17	33646	04/16/21
			127A	Electricity - Parks Garag			
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town	110-45124.622	260.71	33646	04/16/21
			127A	ELECTRICITY / WATER			
00275	SB SIGNS INC	04/01/21	IBR Signage	110-45220.610	360.00	33648	04/16/21
			24750	GENERAL SUPPLIES			
22005	VT CRIMINAL JUSTICE TRAIN	04/14/21	5 ENTRANCE EXAMS	110-42140.500	150.00	33660	04/16/21
			041421d	POLICE TRAINING			
24130	VT DEPT ENVIRONMENTAL CON	04/09/21	Flow Monitoring	110-43151.581	6275.00	33661	04/16/21
			70249014ARA	TAXES/LICENSES/REGIST'S			

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
09930	VT ELEVATOR INSPECTION SV	01/13/21	Elevator Inspection 81 Ma 30579	110-41942.010 R&M Bldgs - 81 Main St	200.00	33662	04/16/21
27030	VT OFFICE OF CHILD SUPPOR	04/16/21	Payroll Transfer PR-04/16/21	110-20211.000 MISC DEDUCTIONS PAYABLE	311.54	33663	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-42130.610 GENERAL SUPPLIES	105.43	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-41946.010 Gen Supplies - 81 Main St	454.94	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-41540.610 GENERAL SUPPLIES	89.95	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-41320.610 GENERAL SUPPLIES	27.80	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-41946.015 Gen Supplies - PW Garage	175.05	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-42220.610 GENERAL SUPPLIES	89.72	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-45510.610 GENERAL SUPPLIES	36.25	33665	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	110-41946.014 Gen Supplies - PW Admin	37.96	33665	04/16/21
V1161	ICMA RETIREMENT TRUST-401	04/16/21	Payroll Transfer PR-04/16/21	110-20208.000 RETIREMENT PAYABLE	7528.13	4140421	04/16/21
V1160	ICMA RETIREMENT TRUST-457	04/16/21	Payroll Transfer PR-04/16/21	110-20208.000 RETIREMENT PAYABLE	1171.18	4140422	04/16/21
17425	ICMA ROTH PLAN 706287	04/16/21	Payroll Transfer PR-04/16/21	110-20208.000 RETIREMENT PAYABLE	72.32	4140424	04/16/21
23015	VT DEPT OF TAXES	04/16/21	Payroll Transfer PR-04/16/21	110-20207.000 STATE INC TAX W/H	4012.34	4150180	04/16/21
14545	ICMA-RC (PLAN 705508)	04/16/21	Payroll Transfer PR-04/16/21	110-20211.000 MISC DEDUCTIONS PAYABLE	420.26	4150181	04/16/21
23055	ICMA - 401 (PLAN 10904	04/16/21	Payroll Transfer PR-04/16/21	110-20208.000 RETIREMENT PAYABLE	212.90	4150182	04/16/21
09005	ICMA - 457 (PLAN 302056)	04/16/21	Payroll Transfer PR-04/16/21	110-20211.000 MISC DEDUCTIONS PAYABLE	4119.38	4150183	04/16/21
21385	HEALTH EQUITY	04/16/21	Payroll Transfer PR-04/16/21	110-20215.000 HSA Payable HE	159.50	21041601	04/16/21
05390	FAMILY SUPPORT REGISTRY	04/16/21	Payroll Transfer PR-04/16/21	110-20240.000 JUDGEMENTS PAYABLE	69.23	21041602	04/16/21
V10636	HEALTH EQUITY	04/01/21	Monthly Fees for Apr 2021 040121D	110-41510.570 OTHER PURCHASED SERVICES	23.70	21041603	04/16/21
27485	COLEMAN TANAISHA	04/13/21	CJC CONSULTATION 041321D	122-42160.330 Professional Services	100.00	33589	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	122-42160.442 Rental of Equipment	138.97	33629	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	122-42160.610 General Supplies	23.96	33665	04/16/21
27480	WILSON NATHAN	04/12/21	CJC RESTITUTION 041221d	122-20203.000 Restitution Payable	806.35	33668	04/16/21
42665	AMAZON/SYNCB	03/10/21	EJRP Amazon March 0432266 0321	125-45120.610 ESP GENERAL SUPPLIES	69.99	33576	04/16/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
07465	BIBENS ACE HARDWARE INC	04/12/21	fasteners 41000	125-45110.910 BOYS LACROSSE	4.97	33577	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45115.610 General Supplies	42.98	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.610 GENERAL SUPPLIES	16.86	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.560 DUES/SUBSCRIPT/MEETINGS	46.99	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.610 GENERAL SUPPLIES	34.99	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.610 GENERAL SUPPLIES	31.49	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45120.610 ESP GENERAL SUPPLIES	18.17	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45120.610 ESP GENERAL SUPPLIES	23.58	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.610 GENERAL SUPPLIES	23.99	33601	04/16/21
21760	FIRST NATIONAL BANK OMAHA	03/24/21	EPR Credit Card March 0492 0321	125-45110.610 GENERAL SUPPLIES	8.99	33601	04/16/21
11260	GOLD STAR DOG TRAINING	04/03/21	Dog Training Program 42	125-45110.570 OTHER PURCHASED SERVICES	2620.80	33606	04/16/21
11260	GOLD STAR DOG TRAINING	04/13/21	Gold Star Dog Training Pr 43	125-45110.570 OTHER PURCHASED SERVICES	1732.00	33606	04/16/21
35460	KEVIN SMITH'S SPORTS CONN	04/05/21	Lacrosse Supplies 273079	125-45110.910 BOYS LACROSSE	510.00	33617	04/16/21
35460	KEVIN SMITH'S SPORTS CONN	04/05/21	Lacrosse Supplies 273079	125-45110.911 GIRLS LACROSS	435.00	33617	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	125-45110.442 Rental of Equipment	177.89	33629	04/16/21
07565	W B MASON CO INC	03/29/21	March office supplies C1305527321	125-45120.570 ESP OTHER PURCHASED SVCE	227.96	33665	04/16/21
V10462	MONAGHAN SAFAR DUCHAM PL	04/01/21	March Legal MARCH2021	130-46820.002 BRK/MANS STRM TAP TA16(7)	240.00	33627	04/16/21
05590	STONE ENVIRONMENTAL INC	04/12/21	Phosphorus Control Plan, 14143	130-46820.009 CA0530 Phosphorus Control	1404.22	33652	04/16/21
17250	TOYOTA FINANCIAL SERVICES	04/08/21	Rav 4 Lease Pmt 24 WS401 421	130-47123.000 Lease Prin - Assr Vehicle	230.21	33655	04/16/21
17250	TOYOTA FINANCIAL SERVICES	04/08/21	Rav 4 Lease Pmt 24 WS401 421	130-47223.000 Lease Int - Assr Vehicle	54.49	33655	04/16/21
V9941	COMMERCIAL CARD SVCS	03/19/21	receipt for prepay of pub 31921Receipt	151-43200.540 ADVERTISING / BILLING	291.00	33591	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	151-43200.570 OTHER PURCHASED SERVICE	32.62	33618	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	151-14301.000 PREPAID EXPENSES	163.12	33618	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	151-43200.442 RENTALS	46.32	33629	04/16/21
12775	PRATT & SMITH ELECTRICAL	03/31/21	Heritage/Alder Brook PS 8882	151-43202.430 REPAIRS & MAINT SERVICE	2336.94	33637	04/16/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	151-43200.570 OTHER PURCHASED SERVICE	152.61	33639	04/16/21
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	151-14301.000 PREPAID EXPENSES	1678.72	33639	04/16/21
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town 127A	151-43202.620 UTILITIES	2791.20	33646	04/16/21
17505	SAND HILL SOLAR LLC	04/09/21	Solar - Town 127A	151-43200.620 UTILITIES	272.54	33646	04/16/21
23590	SMITH & LOVELESS	04/07/21	pump station parts 151993	151-43202.431 R & M - SUPPLIES	255.95	33650	04/16/21
	Report Total				77862.36		

To the Treasurer of Town of Essex, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating $ ****77,862.36
Let this be your order for the payments of these amounts.

_____

_____

_____

_____

_____

For Check Acct 01(GENERAL FUND) All check #s 04/23/21 To 04/23/21 & Fund 1

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
27490	110%	02/01/21	Cost Recovery Program 0724	110-45110.330 OTHER PROFESSIONAL SERV	1493.75	33669	04/23/21
27570	ABOU-KHALIL MICHAEL J KAN	04/20/21	Refund of Tax Credit 1028278003	110-20202.000 TAX PAYMENTS IN ADVANCE	541.00	33671	04/23/21
14400	ABOVE AND BEYOND	04/15/21	April cleaning - 81 Main 287	110-41943.010 Contr. Svcs - 81 Main St	830.00	33672	04/23/21
35565	AMERICAN PLANNING ASSOC.	04/08/21	APA membership Owiso 1402232144	110-41970.560 DUES/SUBSCRIPTION/MEET	441.00	33675	04/23/21
35565	AMERICAN PLANNING ASSOC.	04/08/21	APA Membership Darren 3410752144	110-41970.560 DUES/SUBSCRIPTION/MEET	364.00	33676	04/23/21
25955	AT&T MOBILITY	04/04/21	FIRSTNET CELL PHONES PD 28729196 421	110-42170.530 TELEPHONE	633.64	33677	04/23/21
29295	BARTOL CURT R PHD	04/15/21	WALTERS MMPI-2 041521D	110-42130.330 PROFESSIONAL SERVICES	15.00	33678	04/23/21
29295	BARTOL CURT R PHD	04/16/21	WINKLER MMPI-2 041621D	110-42130.330 PROFESSIONAL SERVICES	15.00	33678	04/23/21
07465	BIBENS ACE HARDWARE INC	04/19/21	Sprayer 41065	110-43110.610 GENERAL SUPPLIES	20.97	33679	04/23/21
07465	BIBENS ACE HARDWARE INC	04/20/21	FIREARMS TRAINING 41074	110-42140.500 POLICE TRAINING	110.10	33679	04/23/21
07465	BIBENS ACE HARDWARE INC	04/20/21	SPEED SENTRY LOCK 41077	110-42130.611 SMALL TOOLS & EQUIPMENT	7.99	33679	04/23/21
27545	BOL JOSEPH & LAURA	04/19/21	Refund of Tax Credit 2045066000	110-20202.000 TAX PAYMENTS IN ADVANCE	2576.27	33680	04/23/21
21500	CANON FINANCIAL SERVICES	04/11/21	Contract Charge 26522199	110-15101.000 EXCHANGE - GENERAL	245.00	33683	04/23/21
33075	DELL MARKETING LP	04/06/21	Computer Replacements 10478070463	110-41560.741 HARDWARE/SFTWARE/SERVICE	5561.85	33691	04/23/21
23215	ESSEX EQUIPMENT INC	04/13/21	grade stakes 10782968-000	110-43120.610 GENERAL SUPPLIES	24.70	33694	04/23/21
23090	FIRKEY JERRY	04/01/21	HEALTH OFFICER SVC April 040121D	110-44110.330 PUBLIC HEALTH OFFICER	770.04	33696	04/23/21
16000	FISHER AUTO PARTS	04/15/21	BRAKE ROTORS/PADS 293326817	110-42152.431 R&M SUPPLIES	230.36	33699	04/23/21
07000	GALLS INC	03/17/21	MEDAL 017911665	110-42130.612 UNIFORMS	80.19	33700	04/23/21
07000	GALLS INC	04/13/21	MEDAL 018130408	110-42130.612 UNIFORMS	80.19	33700	04/23/21
07010	GREEN MOUNTAIN POWER CORP	04/15/21	street lights Essex Highl 19854301421	110-43115.622 Electricity - St/Traffic	115.68	33704	04/23/21
07010	GREEN MOUNTAIN POWER CORP	04/15/21	street lights Saxon Hill 330843040421	110-43115.622 Electricity - St/Traffic	40.37	33704	04/23/21
07010	GREEN MOUNTAIN POWER CORP	04/15/21	street lights Saxon Hill 759743080421	110-43115.622 Electricity - St/Traffic	30.82	33704	04/23/21
07010	GREEN MOUNTAIN POWER CORP	04/15/21	Street lights 85974307 421	110-43115.622 Electricity - St/Traffic	25.12	33704	04/23/21
24420	HERITAGE FORD	04/19/21	HUB CAP 273308	110-42152.431 R&M SUPPLIES	70.08	33705	04/23/21
20005	INTEX PROPERTY MAINTENANC	04/15/21	April cleaning Memorial H 2279	110-41943.011 Contr. Svcs - Essex Free	715.00	33708	04/23/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
20005	INTEX PROPERTY MAINTENANC	04/15/21	April cleaning Memorial H 2279	110-41943.017 Contr. Svcs - Memorial Ha	220.00	33708	04/23/21
14025	LINCOLN NATIONAL LIFE INS	07/01/21	Garey Life ESSBL1675296	110-42110.210 GROUP INSURANCE	377.00	33710	04/23/21
27565	LONG NATHAN R & MELISSA R	04/20/21	Refund of Tax Credit 1088001019	110-20202.000 TAX PAYMENTS IN ADVANCE	346.11	33712	04/23/21
27580	MACKIN SUSAN	04/21/21	Refund of Tax Credit 1035058118	110-20202.000 TAX PAYMENTS IN ADVANCE	61.24	33713	04/23/21
26920	MAYVILLE DARBY	04/19/21	Recording Secretary 8	110-41110.330 SECRETARY	157.50	33714	04/23/21
26475	MCNEIL,LEDDY, & SHEAHAN I	04/15/21	legal bill FEB April 15, 20	110-41530.320 LEGAL SERVICES	2200.58	33715	04/23/21
27550	MCSOLEY JOHN R & DONNA M	04/20/21	Refund of Tax Credit 1106001077	110-20202.000 TAX PAYMENTS IN ADVANCE	546.28	33716	04/23/21
14815	MOTOROLA SOLUTIONS, INC	04/15/21	CRIMEREPORTS PLUS SUBSCRI 8230320274	110-42120.570 CRIME PREVENTION	1425.60	33717	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-41320.210 GROUP INSURANCE	-47.77	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-41540.210 GROUP INSURANCE	7.56	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-41560.210 GROUP INSURANCE	0.10	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-41960.210 GROUP INSURANCE	-0.01	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-45510.210 GROUP INSURANCE	100.16	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-42120.210 GROUP INSURANCE	-0.02	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-42124.210 GROUP INSURANCE	0.01	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	110-42130.210 GROUP INSURANCE	-0.02	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	03/19/21	Payroll Transfer PR-03/19/21	110-20213.000 HEALTH INSURANCE CO-PAY	2717.53	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	03/26/21	Payroll Transfer PR-03/26/21	110-20213.000 HEALTH INSURANCE CO-PAY	2717.53	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/02/21	Payroll Transfer PR-04/02/21	110-20213.000 HEALTH INSURANCE CO-PAY	2717.53	33718	04/23/21
23080	MVP HEALTH CARE INC 43118	04/09/21	Payroll Transfer PR-04/09/21	110-20213.000 HEALTH INSURANCE CO-PAY	82438.37	33718	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-42220.442 Rental of Equipment	10.19	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-42130.442 RENTAL OF EQUIPMENT	11.75	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-42130.442 RENTAL OF EQUIPMENT	17.58	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-45510.442 Rental of Equipment	35.87	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-41960.442 Rental of Equipment	57.28	33719	04/23/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-41510.442 Rental of Equipment	13.27	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-42130.442 RENTAL OF EQUIPMENT	36.80	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-41540.442 Rental of Equipment	43.79	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-41960.442 Rental of Equipment	20.70	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-43110.442 RENTAL OF EQUIPMENT	20.70	33719	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	110-41320.442 Rental of Equipment	63.12	33719	04/23/21
V1643	NEMRC	04/16/21	COA Change 47919	110-41510.330 PROFESSIONAL SERVICES	725.00	33720	04/23/21
10220	NEW ENGLAND AIR SYSTEMS L	04/15/21	HEAT PUMP/TOWER REPAIR 175232	110-41942.013 R&M Bldgs - Police Sta.	565.85	33721	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41320.210 GROUP INSURANCE	252.07	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41510.210 GROUP INSURANCE	277.50	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41540.210 GROUP INSURANCE	205.99	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41560.210 GROUP INSURANCE	277.50	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41940.210 Group Insurance	134.48	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41950.210 GROUP INSURANCE	71.51	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41960.210 GROUP INSURANCE	109.05	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-41970.210 GROUP INSURANCE	180.56	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-42110.210 GROUP INSURANCE	205.99	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-42120.210 GROUP INSURANCE	672.40	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-42124.210 GROUP INSURANCE	323.58	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-42130.210 GROUP INSURANCE	1742.25	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-43110.210 GROUP INSURANCE	688.08	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-43151.210 GROUP INSURANCE	37.54	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-45110.210 GROUP INSURANCE	613.00	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-45220.210 GROUP INSURANCE	268.96	33722	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-45300.210 GROUP INSURANCE	134.48	33722	04/23/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	110-45510.210 GROUP INSURANCE	71.51	33722	04/23/21
38410	NTOA	04/16/21	Individual Membership Ren 70433 0421	110-42130.560 DUES/SUBS/MEETINGS	50.00	33724	04/23/21
41525	O'LEARY-BURKE CIVIL ASSOC	04/15/21	Fleury Road 21553	110-43110.330 PROFESSIONAL SERVICES	47.50	33725	04/23/21
41950	OCCUPATIONAL HEALTH CENTE	04/05/21	DOT Physical - Rick Jones 1207083479	110-43110.500 Training, Conf, Dues	111.00	33726	04/23/21
27240	OTIS ELEVATOR COMPANY	03/10/21	Maintenance 100400321876	110-41942.011 R&M Bldgs - Essex Free	265.21	33727	04/23/21
27240	OTIS ELEVATOR COMPANY	03/17/21	Inspection and Cleaning NKV17113001	110-41942.011 R&M Bldgs - Essex Free	902.50	33727	04/23/21
16020	POSTMASTER	04/16/21	Replenish postage due acc 041621D	110-41946.010 Gen Supplies - 81 Main St	100.00	33728	04/23/21
28030	ROUTE 15 AUTOMOTIVE SERVI	04/14/21	LOF 131109	110-42152.430 REPAIR/MAINTENANCE SERV	34.95	33731	04/23/21
28030	ROUTE 15 AUTOMOTIVE SERVI	04/15/21	REAR BRAKES 131111	110-42152.430 REPAIR/MAINTENANCE SERV	97.50	33731	04/23/21
28030	ROUTE 15 AUTOMOTIVE SERVI	04/14/21	VSI 131112	110-42152.430 REPAIR/MAINTENANCE SERV	60.00	33731	04/23/21
28030	ROUTE 15 AUTOMOTIVE SERVI	04/15/21	LOF 131113	110-42152.430 REPAIR/MAINTENANCE SERV	34.95	33731	04/23/21
28030	ROUTE 15 AUTOMOTIVE SERVI	04/20/21	INSTALL BATTERY 131114	110-42152.430 REPAIR/MAINTENANCE SERV	20.00	33731	04/23/21
27540	SCHUMACHER STEVEN E MARST	04/19/21	Refund credit on taxes 2012005000	110-20202.000 TAX PAYMENTS IN ADVANCE	927.20	33734	04/23/21
27560	SIEGEL ALEXANDER DATTILIO	04/20/21	Refund of Tax Credit 2039026000	110-20202.000 TAX PAYMENTS IN ADVANCE	1719.25	33737	04/23/21
23855	SOUTHWORTH-MILTON,INC.	04/14/21	switch for grader 116 2238644	110-43110.433 R&M SUPPLIES - VEHICLES	105.10	33738	04/23/21
27530	SPARKS DAVID W & THERESE	04/19/21	Refund of tax credit 1030149000	110-20202.000 TAX PAYMENTS IN ADVANCE	3353.72	33739	04/23/21
27575	STURGIS GARY H & MIRIAM S	04/21/21	Refund of Tax Credit 2016003202	110-20202.000 TAX PAYMENTS IN ADVANCE	136.00	33740	04/23/21
45210	TWOHIG POLYGRAPH SERVICES	04/08/21	WINKLER POLYGRAPH 040821D	110-42130.330 PROFESSIONAL SERVICES	350.00	33741	04/23/21
27145	VAILLANCOURT TREE SERVICE	04/16/21	Tree removal - various lo 13032	110-43117.700 Streetscape Maintenance	2500.00	33743	04/23/21
11935	VIKING-CIVES USA	04/08/21	broom for Johnson Sweeper 4506310	110-43110.433 R&M SUPPLIES - VEHICLES	662.00	33744	04/23/21
27030	VT OFFICE OF CHILD SUPPOR	04/23/21	Payroll Transfer PR-04/23/21	110-20211.000 MISC DEDUCTIONS PAYABLE	311.54	33746	04/23/21
43905	VT TIRE & SERVICE INC	04/20/21	3 TIRES 376725	110-42152.431 R&M SUPPLIES	194.85	33747	04/23/21
23000	WHITCOMB	04/01/21	3/4" crushed stone 9002309	110-43120.610 GENERAL SUPPLIES	523.74	33749	04/23/21
23485	YIPES! AUTO ACCESSORIES	04/14/21	remote starter for Dennis 74945301	110-43110.432 R&M SVCES - VEHICLES	349.00	33750	04/23/21
09005	ICMA - 457 (PLAN 302056)	04/23/21	Payroll Transfer PR-04/23/21	110-20211.000 MISC DEDUCTIONS PAYABLE	4059.00	4210084	04/23/21

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
14545	ICMA-RC (PLAN 705508)	04/23/21	Payroll Transfer PR-04/23/21	110-20211.000 MISC DEDUCTIONS PAYABLE	423.95	4210085	04/23/21
23055	ICMA - 401 (PLAN 10904	04/23/21	Payroll Transfer PR-04/23/21	110-20208.000 RETIREMENT PAYABLE	212.90	4210086	04/23/21
17135	THE EDGE (TOWN)	04/23/21	Payroll Transfer PR-04/23/21	110-20211.000 MISC DEDUCTIONS PAYABLE	158.00	4210089	04/23/21
17425	ICMA ROTH PLAN 706287	04/23/21	Payroll Transfer PR-04/23/21	110-20208.000 RETIREMENT PAYABLE	72.32	4220280	04/23/21
V1161	ICMA RETIREMENT TRUST-401	04/23/21	Payroll Transfer PR-04/23/21	110-20208.000 RETIREMENT PAYABLE	7422.65	4220281	04/23/21
V1160	ICMA RETIREMENT TRUST-457	04/23/21	Payroll Transfer PR-04/23/21	110-20208.000 RETIREMENT PAYABLE	1136.33	4220282	04/23/21
17140	THE EDGE (VILLAGE)	04/23/21	Payroll Transfer PR-04/23/21	110-20211.000 MISC DEDUCTIONS PAYABLE	66.50	4220285	04/23/21
21385	HEALTH EQUITY	04/23/21	Payroll Transfer PR-04/23/21	110-20215.000 HSA Payable HE	159.50	21042301	04/23/21
05390	FAMILY SUPPORT REGISTRY	04/23/21	Payroll Transfer PR-04/23/21	110-20240.000 JUDGEMENTS PAYABLE	69.23	21042302	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	122-42160.442 Rental of Equipment	1.04	33719	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	122-42160.210 Group Insurance	134.48	33722	04/23/21
45150	SHAW'S SUPERMARKETS	04/15/21	CJC RESTITUTION 041521D	122-20203.000 Restitution Payable	120.00	33735	04/23/21
38700	BOLTON VALLEY RESORT INC	03/28/21	ESP Enrichment Programs 032821D	125-45120.570 ESP OTHER PURCHASED SVCE	525.00	33681	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	125-45110.442 Rental of Equipment	63.43	33719	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	125-45110.210 GROUP INSURANCE	134.48	33722	04/23/21
41525	O'LEARY-BURKE CIVIL ASSOC	04/15/21	Allen Martin/Rte 15 21552	130-46803.010 VT15 / Allen Martin Dr	661.25	33725	04/23/21
33850	CENTRAL VERMONT PROPERTIE	04/01/21	sewer easement 9500223746	151-43202.570 OTHER PURCHASED SERVICE	120.00	33686	04/23/21
23435	CHAMPLAIN WATER DISTRICT	03/31/21	water consumption March 2 March 2021	151-43201.411 WATER PURCHASE - CWD	48740.90	33687	04/23/21
18000	FERGUSON WATERWORKS #590	04/12/21	hydrant Pinecrest Drive 1014199	151-43201.431 R & M - SUPPLIES	4508.37	33695	04/23/21
23980	INTERSTATE BATTERY OF VT	04/15/21	battery for Logwood Pump 903201014668	151-43202.431 R & M - SUPPLIES	30.05	33707	04/23/21
23080	MVP HEALTH CARE INC 43118	04/10/21	Health Prem May 21 Town 050121D	151-43200.210 GROUP INSURANCE	0.02	33718	04/23/21
06675	NATIONAL BUSINESS TECHNOL	04/19/21	Copier usages 3/18-4/17/2 IN419436	151-43200.442 RENTALS	20.70	33719	04/23/21
24960	NORTHEAST DELTA DENTAL	04/15/21	Dental Prem May 21 Town 050121D	151-43200.210 GROUP INSURANCE	424.09	33722	04/23/21
43275	RYCANDON MECHANICAL,INC.	04/16/21	install meter at 19 Thomp 13686	151-43200.743 WATER METER PURCHASES	3900.00	33732	04/23/21

Vendor	Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
				----------		
		Report Total		204931.95		
				==========		

To the Treasurer of Town of Essex, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating $ ***204,931.95
Let this be your order for the payments of these amounts.

_____

_____

_____

_____

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ECJC Newsletter
Spring 2021

"...because crime hurts, justice should heal."
- John Braithwaite

NATIONAL VOLUNTEER WEEK IS APRIL 18TH - 25TH 2021

Dear Essex CJC Volunteers,

At this time last year the pandemic was still relatively new to us. Our office had closed to visitors and our panel and CoSA meetings had begun meeting via Zoom. In our community, schools were closed, people were losing jobs and Vermont's unemployment website crashed, there were start-up mask sewing enterprises everywhere, virtual social gatherings were becoming more popular, the National Guard was distributing MREs, we all had learned what PPE stood for, there was toilet paper hoarding, and there were debates about who should be seen as an essential worker.

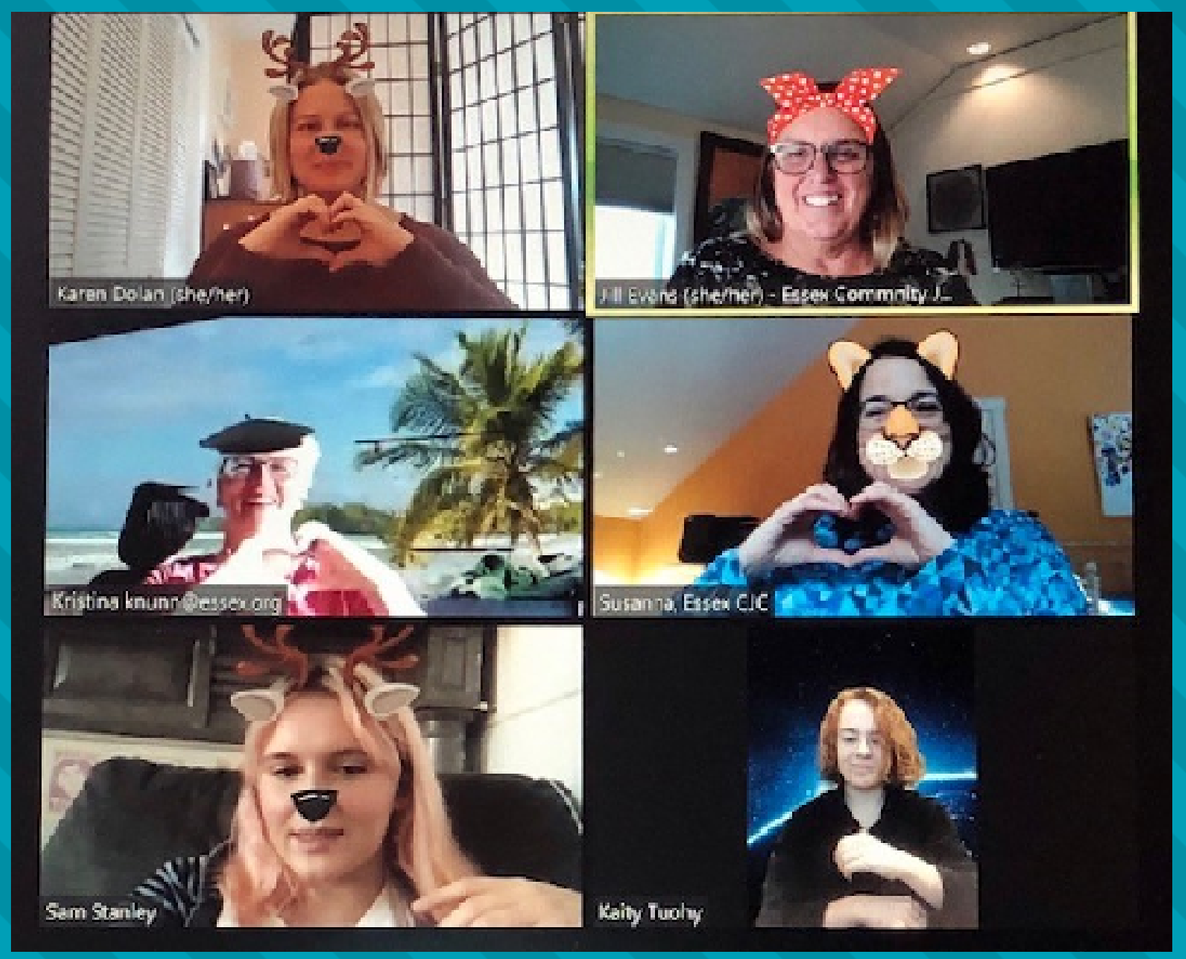
At this time last year we already missed seeing all of you in person. So now we REALLY miss seeing you in person (but we can find toilet paper in the stores).

Thank you for sticking with us during this challenging year, as a CoSA volunteer, a panel volunteer, a Community Advisory Board member, or a cheerleader. Restorative Justice is based on the idea that healing relationships addresses harm. And you did this work at a time when creating, maintaining and repairing relationships was made harder for everyone. You remained a part of the team as many of you dealt with considerable added changes and stressors in your own lives. Some of the CJC staff and volunteers needed to stop, to step back or take breaks to care for themselves or others, but we were delighted that everyone expressed an interest in coming back. Your commitment to Restorative Justice has meant the Essex CJC can keep going even as so many around us struggled to keep going. You already know you are our workforce. Thank you for also being our support and inspiration this past year. We are so grateful to all of you.

We hope we can see more of you in person soon.

Happy Volunteer Week!

What Work at the Essex Community Justice Center Has Looked Like The Past Year!!!



Staff Meetings on Zoom

Community Advisory Board Meetings on Zoom

Volunteer Gatherings on Zoom

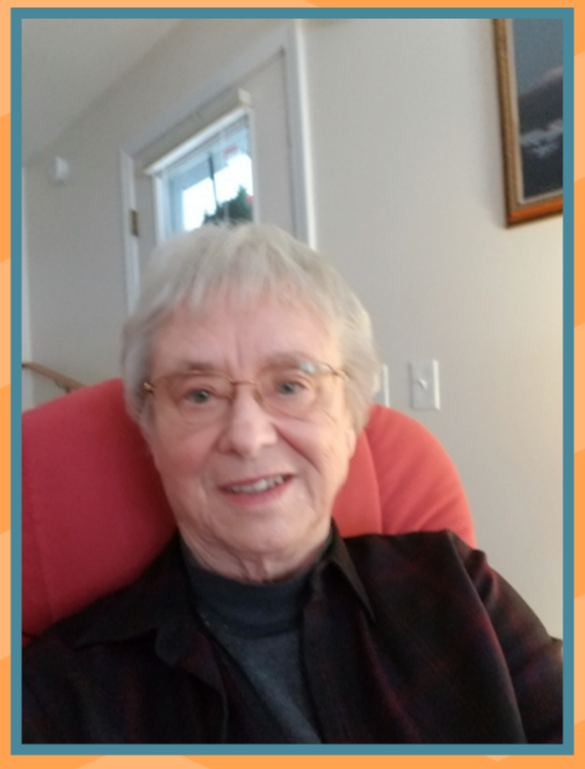
Please Help Us Welcome Our New and Newish Volunteers!

(We always ask for a brief bio and photo from new volunteers to help introduce them at the ECJC. Not everyone chooses to send them to us though!)

ESSEX COMMUNITY JUSTICE CENTER
SERVING NORTHERN CHITTENDEN COUNTY

Welcome to the Volunteer Corner

Chris Hosmer - Colchester Panel Volunteer



Sally Jablonski - CoSA Volunteer

Sally grew up in Battle Creek, MI. She has outlived 2 great husbands, has a son in CA, a daughter in Iowa City, a daughter here who is a case manager at UVMMC, eight grandchildren, and a great granddaughter, Amilie, who lives in Tokyo. She owns a condo near Ft. Ethan Allen, belongs to Essex Center UMC and finds volunteering satisfying. She is a former teacher and the last ten years of her career was the guidance counselor at Hinesburg Elementary.

Brooke Stellman - CoSA Volunteer

Brooke Stellma is a senior at UVM studying political science. She is interested in getting involved in her community, environmentalism, and racial justice.

Angela King - Milton Panel Volumteer

Angela grew up in Colchester VT and has been living in Milton for over 20 years. She is currently employed at Milton High School as the Service Learning Coordinator in addition to investigating behavior related to hazing, harassment and bullying. Prior to this position, she worked as a Spanish teacher for 19 years.

Her role at Milton has provided her with the opportunity to use and implement restorative practices with both students and colleagues. She is a member of various professional learning communities dedicated to supporting restorative practices throughout the district. In her spare time, she enjoys traveling and recreating outdoors year-round with her family and friends.

Josef Lavanway - CoSA and Panel Volunteer

Josef is a graduate student in the Program of Clinical Mental Health at Northern Vermont University. Josef also enjoys doing landscaping in which he has had a career for 15 years. He is excited about the opportunity to expand his engagement at the CJC, build upon his volunteer experience and engage in new career opportunities associated with his Masters degree . Josef has a passion for the outdoors and he can often be found out in Vermont's beautiful landscapes either fishing, hiking, biking, boating or walking his dogs.

Joe Teegarden - CoSA Volunteer

Joe is a professional school administrator and believes that strongly in public school education. This is his 3rd year at Center for Technology,Essex and his 40th year in school education. Joe was the 2015 Career and Technical Education Director of the Year for the state of Vermont. He loves science and majored in chemistry at Indiana University where he also earned his teaching credential, Master of Education degree, and his Educational Specialist degree. Joe is excited to be volunteering his time at the Essex Community Justice Center.

VOLUNTEER SPOTLIGHT

Please join us in congratulating our very own Justin Pinard, Panel Volunteer in Colchester and Milton, who was awarded **2021 New School Counselor of the Year** by the VT School Counselor Association (VSCA)!!!! Justin is a school counselor at Enosburg Falls Middle School and has been a volunteer at the CJC for a year and 8 months!

VERMONT SCHOOL COUNSELOR ASSOCIATION

FAREWELL AND GOOD LUCK!

In addition to welcoming new volunteers and congratulating current volunteers, we also say goodbye to some amazing members of the ECJC Team. Thank you all for your time at the CJC and we wish you the best in the next shapters of your lives!!

Dottie Watson - Panel Volunteer

After just over 3 years with the Essex CJC, Dottie Watson, decided to step down from volunteering on Panels. Dottie's path to the CJC was extraordinary in that she was the victim of a very serious crime that was referred to the CJC. While opposed to the idea at first, Dottie ended up participating in a restorative process with the person who harmed her. She later went on to describe that experience as transformational in her life. She decided to become a volunteer after the experience. Dottie also began to tell her story on a panel at the VT Center for Crime Victim Service's Victim Assistance Academy each year. This picture was taken at the Annual Crime Victim's Rights Week Service Awards Ceremony, where she was awarded as Victim Survivor Activist in 2019. We miss Dottie terribly but are super psyched for her next adventure when she moves to Montana!!!

Sam Stanley - UVM BSW Intern

Sam will be graduating from UVM in May!! Her ast day with the CJC will be 5/6/21. Here is what Susanna has to say about Sam.

I would like to thank Sam for her work with the CJC at the weirdest time for an internship ever. While she was able to come to the office at the beginning of the internship, she spent the bulk of her time working remotely. So she missed out on the back-and-forth office banter that creates relationships and provides information that is context for the work. She missed in-person meetings without audio cutting out. She missed random in-person lunches with her colleagues. She missed months of clearing paper jams in the copier or being asked to organize the storage closet. (Ok, it wasn't all bad.)

Through all of that, Sam provided excellent support to the organization. Her ability to see the strengths of the people she worked with and find ways to help them through the process was a joy to witness. And through our discussions of her analysis of the systemic challenges she saw in the work, I may have learned more than she did. I am thankful for that learning.

Sam is now off to find a social work job in California. We wish her all the best in her next step. And if any of you have any Sacramento social work contacts and want to support Sam in finding that next step, give her a shout. I know she will do well wherever she lands.

Kaity Tuohy - Restorative Justice Specialist

Please join Karen, and the rest of the staff at the ECJC, in wishing Kaity a bittersweet goodbye as she leaves the us on 5/24/21to head to Colorado where she will ***earn her Master's Degree in Social Work while also going to Law School***!

Kaity has been with us for the past two years, first as a social work intern and then serving in a variety of roles with the latest covering Karen's leave of absence. It has been inspiring to see Kaity take her career from classwork to in-the-field problem-solving and now full program coordination. Kaity has brought tremendous dedication, perspective and capacity to the ECJC. We will miss Kaity's welcoming energy, thoughtful questions, and can-do attitude and at the same time, we know that Colorado will also benefit from her gifts and we are excited for the professional achievements she will make for all of us after she earns her degrees.

Kaity, thank you for all that you have brought to the ECJC and please keep us posted on your journey! – Karen and the entire ECJC Staff

UNIVERSITY of DENVER
STURM COLLEGE OF LAW

Restorative Justice Panel Highlights

The biggest trend in Panels that we are seeing since COVID is close to a ***60%*** increase in the numbers of referrals we're receiving from Law Enforcement and the State's Attorney's office! The increase has been a result of the Courts being closed and Chittenden County State's Attorney, Sarah George, deciding to send more case to the CJC rather than wait for the Courts to re-open. This also means that we are seeing a wider range of crimes and and more serioius crimes than we have seen in the past. The chart to the right includes all of the crimes we are working with this fiscal year.

DIRECT REFERRAL CRIMES THE ESSEX CJC IS WORKING WITH	
Attempting to Elude	Larceny / Grand Larceny
Assault on Protected Professional	LSA
Bad Checks	Negligent Operation
Burglary	Operation w/o owner's consent
Careless & Negligent	Petit Larceny
Credit Card Fraud	Possession of Drug
Disorderly Conduct	Possession of Stolen Property
Disseminating Indecent Material	Possession of Weapon at School
DLS	Prohibition of Fireworks
Domestic Assault (non-IPV)	Receiving Stolen Property
Eluding Police	Retail Theft
Excessive Speed	Simple Assault
False Information to Police Officer (FIPO)	Simple Assault by Mutual Affray
False Pretense	Traffic Offense
False Reports	Trespassing
Hate Motivated Crime	Unlawful Mischief
Home Improvement Fraud	Unlawful Trespass
Identity Theft	Violation of Stalking Order (Neighbor Dispute)

Essex Panels

- The number of pre-charge cases we receive in Essex continues to increase over time. This is partially due to the States Attorney's Office sending us cases rather than taking them for prosecution. 31 percent of our pre-charge cases have been kicked back by the States Attorney's Office.

- The Essex panels continue to see some higher level cases. Right now we are working with one case involving the crime of Aggravated Assault with a Deadly Weapon, and another where the listed crime is Grand Larceny.

- The average age of the Responsible Party in pre-charge cases continues to rise over time. For years the average age of pre-charge referrals was under 18. In fiscal year 2019, the average inched up to the age 21. In Fiscal year 2020 the age was 27. So far this year the average age is 29.

- It has been harder for Responsible Parties to find short-term community service activities. We theorize that this relates to the myriad ways COVID has impacted our communities. These changes include: special fund-raising events are not taking place in person, many non-profit groups have moved to remote work so supervision of volunteers is less possible, and many organizations that support people with basic needs have received a lot of support from community members who can offer longer-term commitments. We are less likely to suggest that a Responsible Party put community service in the Restorative Justice Panel Agreements. Additionally, Responsible Parties are concerned about their own exposure to the virus while interacting with other people.

- There were 19 different crime types referred to Essex from all of our referral sources. Unlawful Mischief it the crime that was referred to the Essex CJC most often.

- The use of Zoom continues to bring a number of new challenges to panel work. Some of the people we work with do not have access to a computer or smart phone with video capacity. Some panel participants are not familiar with video conferencing and need support to use the technology. Some staff, volunteers and panel participants struggle with unstable internet connections

Susanna

Colchester and Milton Panels

Transition has been the name of the game in Colchester and Milton panels. The past several months have shown the adaptability and genuine skill that volunteers hold in our panels as the number and complexity of referrals never slowed. The following shifts created hurdles to navigate in 2020 but the end result is a dedicated and focused set of panels for 2021.

- In December, Dottie Watson stepped down as a volunteer to have more time with family. Dottie's experience as an Affected Party in panel prior to becoming a volunteer was an invaluable voice and perspective in the work. We wish Dottie all the best with her family and will leave the door open in case she is ever able to return.

- With Dottie's departure, we had two panel spots to fill in addition to the spots that were already vacant. Fortunately, we had a number of volunteers in the wings. Pat Hechmer, who lives in Westford, joined one of our Milton panels. And Helen Wagner, who moved away a few years ago, is back (via Zoom) and taking a spot on a Colchester panel.

- Additionally, three new volunteers completed their training in January and are set to start in regular panel slots. Please welcome Chris Hosmer to Colchester Panels and Angela King and Carol Cushing to Milton Panels.

- Then to top off the transitions, Karen started her leave of absence in January and Kaity is now coordinating all Colchester and Milton panels until she returns in June. Fortunately, Kaity has a wealth of experience with the panels from her experience as an intern and employee of the CJC for the past year and a half.

Karen

By Sam Stanley

My favorite part of being an intern at the Essex Community Justice Center has been volunteering on Panels. This is what I enjoy the most because I really appreciate being able to connect with community members and give them space to talk and work through something that most of the time, greatly impacted them. Eventually I want to become a clinical social worker, working with populations of people affected by the criminal justice and carceral system. Something I want to bring to my future work is the idea that everyone is complex and that clients are experiencing oppressive systems on an individual level. For example, many participants have a charge of theft while they are struggling to afford food and stealing was their solution to that problem at the time. Lack of access to food can be a result of so many system failures, especially capitalism. Communicating with individuals who have been referred to us is such a learning experience for me. I am able to see such great strengths in our participant's; despite life's difficult circumstances and systemic injustices that impact all of us in different ways. Interning here makes me value and even seek out complexity, as I think Restorative Justice aims to do. Complicating society's understanding of people is imperative. We are not just one thing, our identity is a culmination of our experiences, values, and so much more. Even among the terms "affected party" and "responsible party," there are so many nuances and contexts. One of my goals for each panel is to further complicate each label of "affected party" and "responsible party" as we are all not just one or the other but are living flawed powerful and complex human beings.

Reentry and CoSA Highlights

We are "Zoom"ing along in our CoSAs. We had a record 3 CoSA referrals in a 7-day period over the end of 2020 and beginning of 2021! In February and March there were a few that ended, so things were slower for a few weeks and now the referrals are pouring in again! I now have 4 CoSA referrals that needs teams—2 now and 2 before June. Good thing I like being busy. As 3 CoSAs ended, the snow was disappearing, and now that the flowers are popping up, I have 3 active and 1 ending by the end of the month.

As mentioned in the Fall, we had a CoSA Core Member transfer mid-CoSA from St. J to Winooski and I am happy to report that it was a successful transition. The individual found employment and successfully completed in March.

Last October marked my first successful CoSA Core Member completion followed by a second successful completion in November. As Zooming is our recent theme, I'll soon have the 5th completion. I'll stop counting now because my head is spinning. The New Year has been a little crazy—who would have thought we'd still be working from home with the Pandemic continuing?! I am happy to report that some of the individuals reentering I have helped get jobs in the last few months, some have developed friendships through work, and earned back Drivers Licenses.

Looking forward to a busy and hopefully in-person summer. I really want to say THANK YOU so very much to all of the volunteers and your dedication! We truly could not make even a fraction of the impact without YOU!!! You are the superstars and you are appreciated for your time that you give us.

Kristina

A CoSA Team celebrating a core member's graduation from the program - masked, distanced and outside last Fall!!!g

V.I.E.W. Update – Voices for Inclusion in Essex in Westford

In order to achieve the essence of community, the voices from every race, religion, socioeconomic group, and marginalized set of folks need to be heard. The Voices for Inclusion in Essex and Westford (VIEW) is a growing group of diverse community members who are working to create events and opportunities for Essex and Westford residents that allow for these outlying voices to be heard and understood. VIEW wants to strengthen our community by looking at it through the various lenses of people we live and work with.VIEW is co-facilitated by the Essex Community Justice Center and staff from EWSD.

VIEW held an LGBTQI+ storytelling event in the fall that was a big success. Over 50 community members came out to Maple Street Park, with masks and socially distanced, to hear stories of joy, challenge, and connection.

There is interest growing interest in the work of VIEW and after a COVID related pause in activity, there is much planning underway. A recent Orientation was held that brought on 3 new members! Another orientation is scheduled for Monday, May 10th at 5:30pm. If you are interested in learning more about VIEW and would like to attend the next orientation contact Michelle Teegarden at mteegarden@essex.org or (802)876-6797.

As a way to solidify the work of the group, a sub-committee is exploring the potential for VIEW to become it's own entity. In the meantime, the community group is meeting monthly, with facilitation assistance from the CJC, to engage Essex and Westford around topics of diversity and equity.

Essex Community Justice Center Staff

Karen Dolan
Colchester/Milton Panel Coordinator

Jill Evans
Director

Kristina Nunn
Restorative Reentry Coordinator

Michelle Teegarden
Restorative Justice Specialist

Kaity Tuohy
Restorative Justice Specialist

Susanna Weller
Essex Panel Coordinator

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Phone: (802) 872-7690

www.essexcjc.org

Like us on Facebook
https://www.facebook.com/Essex-Community-Justice-Center-173196699551434/

Vision:

The Essex Community Justice Center envisions safe, expansive and resilient communities in which the response to conflict and crime is restorative and healing, enhances community and reduces further harms.

Mission:

The Essex Community Justice Center creates opportunities with the communities we serve for restorative approaches to crime and conflict that;

- Promote justice for those affected by crime by focusing on the harm caused
- Allow those responsible for harm to accept active responsibility for addressing and repairing the harm they caused
- Educate, build empathy, restore dignity, and enable healing
- Support the needs of those reintegrating from prison into a more connected community life
- Strengthen individuals and the communities we serve through education and support to prevent further harms

Values:

We believe that all people living in a community are **interconnected** through a web of relationships, and that conflict and crime harms and affects people—victims, family members, community members, offenders and others. We believe that conflict and crime damages relationships, and disrupts peace and **safety** in the community. We believe in the inherent worth and **dignity** of every person and that no one should be defined by their biggest mistakes. We believe that justice is more likely to be achieved when victims, affected parties and the community are engaged in and central to the justice process. We believe that all victims of crime should have access to restorative processes upon request. We believe that effective **restorative** processes build **empathy**, restore dignity, **re-empower** victims, enable **healing** and strengthen communities as we strive toward a just society in which all lives have equal value. We believe in **reintegration**, supporting the needs of offenders and removing barriers to successful reentry while also encouraging **accountability**/acceptance of **responsibility** for harm caused. We believe that restorative justice nurtures **hope** – the hope of healing for victims, the hope of change for offenders, and the hope of greater civility for society.

Memorandum

To: Selectboard; Evan Teich, Unified Manager
From: Sarah Macy, Finance Director
Re: Tax Sale Policy – Threshold for Tax Sale NOT met
Date: April 21, 2021

Issue
The issue is to inform the Selectboard of the status of delinquent tax accounts as relates to the Tax Sale Policy.

Discussion
The Tax Sale Policy states that on an annual basis on May 1 we will evaluate the need to conduct a tax sale based on the following criteria:

- Total delinquent taxes, interest, penalties, and fees are greater than 5% of the current year budget for property tax revenues. OR
- One or more individual accounts exist with cumulative delinquent taxes, interest, penalties, and fees greater than $50,000.

Neither of these criteria have been met and therefore, a tax sale is not warranted this year. There is one account that is approaching the $50,000 mark and 26 who would have met the criteria for tax sale if the first threshold had been met. In addition to our quarterly delinquent tax notices, we have sent a letter to each of these individual accounts alerting them to the status of their account and imploring them to call and establish a payment plan.

Cost
No cost

Recommendation
No action required

TOWN OF ESSEX, VERMONT
TAX SALE POLICY

The purpose of this policy is to meet the following stated goals regarding tax sale:

- To establish clear guidelines for evaluating the necessity of tax sale;
- To establish clear thresholds for including properties in tax sale;
- To balance the need of the Town to contain delinquencies with the cost and administrative burden of conducting a tax sale;
- To establish clear guidelines for exemption or removal from tax sale;
- To ensure all properties are treated in an equitable and consistent manner.

Effective upon adoption of this policy, and thereafter on an annual basis on May 1, the Tax Collector or the Tax Collector's designee shall evaluate the need to conduct a tax sale for all real property based on the following criteria, and shall initiate a tax sale if appropriate:

1. Total delinquent taxes, interest, penalties, and fees are greater than 5% of the current year budget for property tax revenues. If a tax sale is deemed appropriate, all properties that meet one or more of the following criteria shall be eligible for tax sale;

    a. The account has one year of delinquent taxes and no payment agreement in place, with a total amount due greater than $10,000 including principal, interest, penalties and fees;

    b. The account has two or more years of delinquent taxes and no payment agreement in place, with a total amount due greater than $2,500.

2. If criterion 1 is not met but there exist one or more individual accounts, without or ineligible for a payment agreement, with cumulative delinquent taxes, interest, penalties, and fees greater than $50,000, the Town shall initiate a tax sale for the one or more accounts exceeding $50,000 in delinquencies.

Taxes become delinquent as of midnight on the due date; postmarks are accepted as proof of timely payment.

Existing tax payment agreements will be honored and the property will not be put up for tax sale unless there is a breach of the contract, at which point the property will be included in the next tax sale. It shall be considered a breach of the contract if a payment is missed or if current taxes become delinquent. Any account with a history of breached contract is ineligible for a future agreement until taxes are made current.

All taxpayers have the right to apply for abatement and shall be notified of such right as part of the notification of tax sale. Application for abatement will stay any tax sale proceedings until after the board of abatement has heard the case. The decision by the board of abatement will inform the next steps on the account. For example, a decision to abate taxes due would remove the account from tax sale; a decision to require a payment plan would remove the account from tax sale; and a decision to do nothing on an account would return the account to tax sale eligible status for the next tax sale.

Criteria for removal from tax sale:

1. Payment equal to 100% of the delinquent balances plus associated tax sale fees.

2. Payment equal to or greater than 50% of delinquent balances plus associated tax sale fees accompanied by a signed agreement to pay the balance within 12 months. Agreement must include installment payments due once or more per month. All outstanding balances are subject to the established interest and penalty rates.

The tax sale procedure shall be in accordance with Vermont State Law. Fees will be charged pursuant to Vermont State Statutes.

Adopted by the Essex Selectboard on April 2, 2018.

Revised: May 20, 2019

Signatures:

Elaine Haney

Elaine Haney, Chair

Max G. Levy, Vice Chair

Patrick Murray

Patrick Murray, Clerk

Annie Cooper

Andrew J. Watts

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
1020037000-	REINMANN GUNTER W	2020	0.00	4251.52	42.52	127.55	0.00	4421.59
1020047000-	HUYNH DIAMOND D	2020	0.00	0.21	0.00	0.01	0.00	0.22
1020081000-	NEVERETT PAMELA J	2020	0.00	1999.01	19.99	59.97	0.00	2078.97
1020137705-	DION GARY	2020	0.00	1363.35	13.63	40.90	0.00	1417.88
1020137727-	LAMELL RONALD	2020	0.00	0.01	0.00	0.00	0.00	0.01
1021007000-	DAGOSTINO KAAREN	2019	1999.65	2991.17	668.83	239.29	0.00	5898.94
		2020	0.00	1279.01	12.79	38.37	0.00	1330.17
			1999.65	4270.18	681.62	277.66	0.00	7229.11
1021076000-	YEE PROPERTIES LLC	2020	30.68	3067.98	31.61	92.04	0.00	3222.31
1022002000-	STEVENS ALBERT F R	2020	0.00	1.03	0.01	0.03	0.00	1.07
1027063000-	COTE DEREK T	2020	12.08	635.43	6.59	19.06	0.00	673.16
1027102001-	WOODBURY CAROLINE	2020	4229.14	4229.14	338.32	253.74	0.00	9050.34
1027113000-	ALBERTS CHARLES B	2020	0.00	310.18	3.10	9.31	0.00	322.59
1027127000-	STONES JANET FOOTE	2020	0.00	613.55	6.17	18.50	0.00	638.22
1027134000-	WELLS GARY J - LIF	2020	0.00	0.80	0.01	0.02	0.00	0.83
1027157000-	CARPENTER CONSTANT	2020	0.00	0.02	0.00	0.00	0.00	0.02
1027161000-	VJB VERMONT LLC	2020	0.00	87.89	0.88	2.64	0.00	91.41
1028026000-	7 PARK TERRACE LLC	2020	0.00	6072.58	60.73	182.18	0.00	6315.49
1028071000-	VALGOI DAISY	2020	0.00	1.24	0.01	0.04	0.00	1.29
1029007000-	HECO EMIR	2020	332.92	3699.28	40.32	110.98	0.00	4183.50
1029012000-	KLW PROPERTIES LLC	2020	0.00	4853.57	48.54	145.61	0.00	5047.72
1029023000-	MEIER MICHEAL	2018	0.00	2371.43	23.71	0.00	0.00	2395.14
1029042000-	J HENRY LLC	2020	0.00	1231.82	12.32	36.95	0.00	1281.09
1029043000-	ROOST LLC	2020	39.91	3951.53	40.72	118.55	0.00	4150.71
1029076000-	MOREL ARMAND	2020	365.53	3827.39	52.91	114.82	0.00	4360.65
1029137000-	BRIGHT DANIEL J	2020	1606.45	1606.45	128.48	96.38	0.00	3437.76

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
1029148000-	NORTON DANIEL S	2018	2285.96	2285.96	1280.16	365.76	0.00	6217.84
		2019	2344.19	2344.19	750.08	375.08	0.00	5813.54
		2020	2426.13	2426.13	194.08	145.56	0.00	5191.90
			7056.28	7056.28	2224.32	886.40	0.00	17223.28
1029196008-	CORBETT CHAD G	2018	173.22	1826.78	503.46	146.14	0.00	2649.60
		2019	1847.43	1847.43	591.04	295.58	0.00	4581.48
		2020	1916.23	1916.23	153.28	114.98	0.00	4100.72
			3936.88	5590.44	1247.78	556.70	0.00	11331.80
1029212000-	3 MAPLE AT CHITTEN	2020	0.00	1891.24	18.91	56.74	0.00	1966.89
1030132000-	REXROAD ANNETTE R	2020	0.00	647.41	6.47	19.42	0.00	673.30
1030159000-	HAMLIN MARY MARGAR	2020	0.00	0.67	0.01	0.02	0.00	0.70
1034031000-	HALLOCK GERALDINE	2017	0.00	2618.49	628.32	125.38	0.00	3372.19
		2018	2733.95	2733.95	1531.04	437.44	0.00	7436.38
		2019	2803.59	2803.59	897.28	448.58	0.00	6953.04
		2020	2901.57	2901.57	232.16	174.10	0.00	6209.40
			8439.11	11057.60	3288.80	1185.50	0.00	23971.01
1034036000-	BARNIER MARK A	2019	0.00	687.52	89.44	55.00	0.00	831.96
		2020	2106.51	2106.51	168.56	126.40	0.00	4507.98
			2106.51	2794.03	258.00	181.40	0.00	5339.94
1035020000-	A & M REALTY LLC	2020	0.00	1930.37	0.00	0.00	0.00	1930.37
1035043000-	LACHANCE MARC ANDR	2020	0.00	25.00	0.25	0.75	0.00	26.00
1035058306-	TRUONG JOHN	2020	0.00	0.04	0.00	0.00	0.00	0.04
1036068000-	MCGRATH JUDITH LYN	2020	0.00	0.41	0.00	0.01	0.00	0.42
1036089000-	BLEAU MARY T LIVIN	2020	0.00	3892.10	38.92	116.76	0.00	4047.78
1036103000-	HUGGA BEAR FAMILY	2020	3485.32	3485.32	278.80	209.12	0.00	7458.56
1037040000-	ERNEST ELTON K	2020	0.00	0.19	0.00	0.01	0.00	0.20
1037079000-	LIN WEI KE	2020	0.00	0.50	0.01	0.00	0.00	0.51
1037087000-	MEIER MICHEAL	2019	813.85	2986.33	396.32	238.91	0.00	4435.41
		2020	2184.56	2184.56	174.80	131.08	0.00	4675.00
			2998.41	5170.89	571.12	369.99	0.00	9110.41

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
1037096203-	HECO EMIR	2020	0.00	12.07	0.12	0.36	0.00	12.55
1040042000-	PEARL STREET VENTU	2020	0.00	61.43	0.61	1.84	0.00	63.88
1040086000-	MORRILL GEORGE	2020	168.18	5552.22	57.20	166.57	0.00	5944.17
1041022000-	LAWYER JUSTIN CRAI	2020	0.00	116.13	1.16	3.48	0.00	120.77
1041031000-	FARINA JAMES M	2018	0.00	2448.10	612.00	195.85	0.00	3255.95
		2019	2802.31	2802.31	896.64	448.36	0.00	6949.62
		2020	2313.22	2313.22	185.04	138.80	0.00	4950.28
			5115.53	7563.63	1693.68	783.01	0.00	15155.85
1041071000-	BRISSON MICHAEL	2015	0.00	2125.25	650.27	170.02	0.00	2945.54
		2016	2166.34	2166.34	1299.60	346.62	0.00	5978.90
		2017	2201.35	2201.35	792.36	352.22	0.00	5547.28
		2018	0.00	2298.40	0.00	169.02	0.00	2467.42
		2019	0.00	1093.90	0.00	0.00	0.00	1093.90
		2020	0.00	1783.66	0.00	0.00	0.00	1783.66
			4367.69	11668.90	2742.23	1037.88	0.00	19816.70
1043030000-	TAYLOR ANDREA B	2018	4289.44	4289.44	2301.84	686.32	0.00	11567.04
		2019	398.93	398.93	127.68	63.82	0.00	989.36
		2020	4552.45	4552.45	364.16	273.14	0.00	9742.20
			9240.82	9240.82	2793.68	1023.28	0.00	22298.60
1063002004-	WEST DAVID J	2020	431.88	3967.38	48.31	119.02	0.00	4566.59
1063002018-	KAUSHAL KAMLA FAMI	2020	0.00	4029.85	0.00	0.00	0.00	4029.85
1063004116-	COPPOLA ROBERT	2020	0.00	1432.47	14.32	42.97	0.00	1489.76
1063004122-	ADHIKARI PRAKASH &	2020	0.00	0.02	0.00	0.00	0.00	0.02
1067002701-	BROADFOOT ROBERT C	2020	0.00	2106.51	21.07	63.20	0.00	2190.78
1067004017-	MCGREGOR THOMAS E	2020	0.00	2134.25	21.34	64.03	0.00	2219.62
1067005000-	VINCENT BRIAN J	2020	0.00	1.00	0.01	0.03	0.00	1.04
1068003106-	WHITNEY DOUGLAS E	2017	111.96	111.96	87.35	17.92	0.00	329.19
		2018	779.07	779.07	450.80	241.13	0.00	2250.07
		2019	0.00	375.13	48.75	30.01	0.00	453.89
		2020	332.32	332.32	45.57	76.97	0.00	787.18
			1223.35	1598.48	632.47	366.03	0.00	3820.33
1070001019-	LANDIS HOWARD	2020	0.00	385.65	3.86	11.57	0.00	401.08

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
1070002023-	LONG SELINA A TRUS	2020	0.00	118.47	1.18	0.00	0.00	119.65
1088001171-	JARVIS PAUL D	2018	0.00	233.94	18.72	0.00	0.00	252.66
		2019	2915.21	2915.21	936.88	499.08	0.00	7266.38
		2020	2959.48	2959.48	236.72	177.56	0.00	6333.24
			5874.69	6108.63	1192.32	676.64	0.00	13852.28
1089001008-	CADIEUX VICTORIA	2020	0.00	3850.39	38.50	115.51	0.00	4004.40
1089001071-	ZAJDMAN SUSAN	2020	0.00	4630.37	46.30	138.91	0.00	4815.58
1089001094-	WAKIM RENATO	2014	4056.82	0.00	1500.85	265.12	0.00	5822.79
		2015	4119.73	4069.73	1885.20	655.16	0.00	10729.82
		2016	2789.27	2789.27	563.58	446.28	0.00	6588.40
		2019	0.00	340.26	6.80	0.00	0.00	347.06
			10965.82	7199.26	3956.43	1366.56	0.00	23488.07
1106001004-	DIGRANDE PETER THE	2020	0.00	144.70	1.45	0.00	0.00	146.15
2007001007-	KHADKA DHAN M	2020	0.00	3986.53	39.87	119.60	0.00	4146.00
2008016002-	MACK TIMOTHY	2020	0.00	93.38	0.93	2.80	0.00	97.11
2009007000-	JONES DARREN A	2017	0.00	1792.72	0.00	0.00	0.00	1792.72
		2018	3033.35	3033.35	1698.48	499.21	0.00	8264.39
			3033.35	4826.07	1698.48	499.21	0.00	10057.11
2010004000-	WEST PROPERTY MGMT	2020	0.00	1902.94	19.03	57.09	0.00	1979.06
2010069000-	QUINTIN ALBERT O,	2020	0.00	1129.89	11.30	33.90	0.00	1175.09
2010070301-	HOFFMAN BRADY	2020	0.00	0.01	0.00	0.00	0.00	0.01
2011015000-	DENNETT DOUGLAS ED	2020	0.00	78.21	0.78	2.35	0.00	81.34
2011065000-	OUELLETTE EMILE	2020	0.00	0.22	0.00	0.01	0.00	0.23
2012003004-	ARNOLD LESLIE	2020	0.00	0.01	0.00	0.00	0.00	0.01
2012003005-	ARNOLD LESLIE	2020	0.00	0.01	0.00	0.00	0.00	0.01
2012004006-	CARROLL THOMAS	2020	556.44	4581.94	68.06	137.46	0.00	5343.90
2012025000-	NEAGLE CHRISTOPHER	2020	0.00	0.36	0.00	0.01	0.00	0.37
2013007003-	CADY ELIZABETH	2020	0.00	0.32	0.00	0.01	0.00	0.33

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2013012000-	SORRELL LATHA A -	2020	0.00	0.20	0.00	0.01	0.00	0.21
2014001001-	SCANLON DANNY JAME	2020	3.94	434.69	4.59	13.04	0.00	456.26
2014012007-	WT LLC	2020	0.00	6933.13	69.33	207.99	0.00	7210.45
2014027006-	DOW STEVEN M	2020	0.00	1951.60	19.52	58.55	0.00	2029.67
2015007000-	CARRERA GEORGINA	2018	1577.19	2786.04	980.36	222.88	0.00	5566.47
		2019	789.31	789.31	252.48	126.28	0.00	1957.38
		2020	1529.64	1529.64	122.40	91.78	0.00	3273.46
			3896.14	5104.99	1355.24	440.94	0.00	10797.31
2015008001-	GRAVELLE DIANTHA H	2020	224.08	569.08	21.37	23.79	0.00	838.32
2015008003-	SMITH ALEX	2020	0.00	4512.01	45.12	135.36	0.00	4692.49
2015032002-	COOKE BENJAMIN P	2020	0.00	0.77	0.01	0.02	0.00	0.80
2016005001-	WT LLC	2020	0.00	3430.14	34.30	102.90	0.00	3567.34
2016010003-	KOLCZYNSKI ROBERT	2020	0.00	13.88	0.14	0.42	0.00	14.44
2018010000-	BERGMAN STEVEN	2017	0.00	1517.97	273.24	0.00	0.00	1791.21
		2018	2967.58	2967.58	1665.07	498.80	0.00	8099.03
		2019	0.00	3292.75	428.09	263.42	0.00	3984.26
		2020	3419.03	3419.03	273.52	205.14	0.00	7316.72
			6386.61	11197.33	2639.92	967.36	0.00	21191.22
2019007000-	HYNICK CHRISTOPHER	2020	0.00	48.63	0.49	0.00	0.00	49.12
2023023000-	MCNULTY JOHN	2019	2247.43	2676.88	640.12	214.15	0.00	5778.58
		2020	1272.33	2772.33	116.76	121.34	0.00	4282.76
			3519.76	5449.21	756.88	335.49	0.00	10061.34
2024008001-	MORGAN LIEN	2018	218.28	290.75	107.63	23.26	0.00	639.92
		2019	314.80	314.80	100.80	50.36	0.00	780.76
		2020	326.02	326.02	26.08	19.56	0.00	697.68
			859.10	931.57	234.51	93.18	0.00	2118.36
2024008002-	BUSHWAY CHAD	2020	0.00	314.46	3.14	9.43	0.00	327.03
2024008003-	LARIVIERE PAUL	2020	0.00	72.25	0.72	2.17	0.00	75.14
2024008005-	CHAPLIN DOROTHY	2019	0.00	301.40	39.13	24.11	0.00	364.64
		2020	312.14	312.14	24.96	18.72	0.00	667.96
			312.14	613.54	64.09	42.83	0.00	1032.60

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2024008007-	MYERS BOBBI E	2017	49.75	270.76	117.77	21.66	0.00	459.94
		2018	272.19	272.19	152.32	43.56	0.00	740.26
		2019	294.70	294.70	94.40	47.16	0.00	730.96
		2020	305.21	305.21	24.40	18.32	0.00	653.14
			921.85	1142.86	388.89	130.70	0.00	2584.30
2024008011-	HAMMOND DAVID J	2018	349.89	349.89	196.00	55.98	0.00	951.76
		2019	358.33	358.33	114.56	57.34	0.00	888.56
		2020	371.11	371.11	29.68	22.26	0.00	794.16
			1079.33	1079.33	340.24	135.58	0.00	2634.48
2024024000-	THOMAS MARK JON	2020	2.84	610.50	6.20	18.32	0.00	637.86
2026009099-	SH-2 LLC	2020	33.49	372.26	4.05	11.17	0.00	420.97
2031033000-	SANDERS THOMAS J	2020	0.00	52.58	0.53	0.00	0.00	53.11
2038007050-	PETROW ALAN	2020	1531.38	1531.38	91.86	45.94	0.00	3200.56
2038008028-	COLELLO DANIEL W	2020	0.00	1.07	0.01	0.03	0.00	1.11
2038008047-	WISH JONATHAN	2020	179.09	4104.16	51.78	123.12	0.00	4458.15
2038010000-	FORESTDALE HEIGHTS	2019	23.44	23.44	7.36	3.76	0.00	58.00
		2020	24.28	24.28	1.92	1.46	0.00	51.94
			47.72	47.72	9.28	5.22	0.00	109.94
2039001012-	BAJRAMOVIC ZIJAD	2019	0.00	31.70	3.84	0.00	0.00	35.54
		2020	3265.83	3265.83	263.62	202.96	0.00	6998.24
			3265.83	3297.53	267.46	202.96	0.00	7033.78
2040042000-	PEARL STREET VENTU	2020	2.92	28.90	0.50	0.96	0.00	33.28
2040044000-	MANNINGS MAURICE	2020	0.00	3.47	0.03	0.10	0.00	3.60
2045025000-	WESTON DONNA L	2020	41.58	1372.51	15.41	41.18	0.00	1470.68
2046001409-	BROWN BETHANY E	2020	0.00	0.09	0.00	0.00	0.00	0.09
2046001507-	PHELPS LISA M	2020	0.00	0.05	0.00	0.00	0.00	0.05
2046602206-	FRANKS GILLIAN C	2020	0.00	0.09	0.00	0.00	0.00	0.09
2047012817-	SUSIE WILSON HOLDI	2020	0.00	1065.57	10.66	0.00	0.00	1076.23
2047012831-	1 TOWNE MARKETPLAC	2020	0.00	169.88	0.00	0.00	0.00	169.88

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2047012832-	1 TOWNE MARKETPLAC	2020	0.00	92.06	0.00	0.00	0.00	92.06
2047012835-	JKDZ PROPERTIES LL	2020	0.00	0.19	0.00	0.01	0.00	0.20
2047012836-	K.N. NGUYEN ENTERP	2020	0.00	1889.07	18.89	56.67	0.00	1964.63
2047012842-	ALLAIRE RAYMOND J	2020	40.25	2004.68	20.85	60.14	0.00	2125.92
2047033000-	WOODWORTH MYRON H	2020	0.00	455.13	4.55	13.65	0.00	473.33
2047037024-	9F BLAIR ROAD LLC	2020	0.00	0.97	0.01	0.03	0.00	1.01
2048004001-	VILLENEUVE JEANNET	2020	0.00	0.08	0.00	0.00	0.00	0.08
2048014000-	68 PINECREST DRIVE	2020	0.00	8.99	0.09	0.27	0.00	9.35
2049024000-	INNISFAIL CORP	2018	129.71	129.71	72.80	20.76	0.00	352.98
		2019	132.84	132.84	42.56	21.26	0.00	329.50
		2020	137.57	137.57	11.04	8.26	0.00	294.44
			400.12	400.12	126.40	50.28	0.00	976.92
2049025000-	INNISFAIL CORP	2018	166.77	166.77	93.52	26.68	0.00	453.74
		2019	170.79	170.79	54.72	27.32	0.00	423.62
		2020	176.88	176.88	14.16	10.62	0.00	378.54
			514.44	514.44	162.40	64.62	0.00	1255.90
2049043000-	POPE DONALD G	2018	251.79	251.79	141.12	40.28	0.00	684.98
		2019	257.86	257.86	82.56	41.26	0.00	639.54
		2020	267.06	267.06	21.36	16.02	0.00	571.50
			776.71	776.71	245.04	97.56	0.00	1896.02
2051014009-	EVANS ELIZABETH M	2020	0.00	1610.61	16.11	48.32	0.00	1675.04
2051027000-	S&R PROPERTIES LLC	2020	0.00	0.02	0.00	0.00	0.00	0.02
2051029000-	S&R PROPERTIES LLC	2020	0.00	0.02	0.00	0.00	0.00	0.02
2051030000-	S&R PROPERTIES LLC	2020	0.00	0.02	0.00	0.00	0.00	0.02
2052007000-	BENOIT ARTHUR J	2016	16.40	16.40	16.64	2.62	0.00	52.06
		2017	16.68	16.68	13.60	2.66	9.92	59.54
		2018	17.44	17.44	9.52	2.80	0.00	47.20
		2019	17.86	17.86	5.76	2.86	0.00	44.34
		2020	18.50	18.50	1.52	1.12	0.00	39.64
			86.88	86.88	47.04	12.06	9.92	242.78
2053008000-	TEMPLETON JEFFERY	2017	0.00	6372.73	1860.51	509.82	0.00	8743.06

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
		2018	0.00	6659.90	1665.00	532.79	0.00	8857.69
		2019	6820.59	6820.59	2182.72	1091.30	0.00	16915.20
		2020	7063.77	7063.77	565.12	423.82	0.00	15116.48
			13884.36	26916.99	6273.35	2557.73	0.00	49632.43
2054002000-	CHIOFARO LEAH C	2020	0.00	1697.97	16.98	50.94	0.00	1765.89
2056001042-	BOCZAR BOGDAN J	2019	3518.10	3585.76	501.36	286.86	0.00	7892.08
		2020	3989.70	3989.70	319.20	239.38	0.00	8537.98
			7507.80	7575.46	820.56	526.24	0.00	16430.06
2056090025-	SEVERO ANTHONY C	2020	0.00	0.25	0.00	0.00	0.00	0.25
2057025000-	LYON FAMILY ASSOC.	2020	0.00	0.30	0.00	0.01	0.00	0.31
2058023000-	4 BIXBY HILL LLC	2020	8288.97	8447.62	333.15	253.43	0.00	17323.17
2058027000-	JACKSON RICHARD	2018	0.00	2483.02	439.69	198.64	0.00	3121.35
		2019	2542.93	2542.93	813.76	406.86	0.00	6306.48
		2020	2633.59	2633.59	210.72	158.02	0.00	5635.92
			5176.52	7659.54	1464.17	763.52	0.00	15063.75
2062003306-	NEVEU MANDY	2020	0.00	146.44	1.46	4.39	0.00	152.29
2062003704-	MACERI PASQUALINA	2020	0.00	0.01	0.00	0.00	0.00	0.01
2072003010-	SETKIC VELIJA	2020	0.00	53.65	0.54	1.61	0.00	55.80
2072003021-	ATC SEQUIOA LLC	2020	0.00	3290.26	32.90	98.71	0.00	3421.87
2075004000-	FARRAR JESSE	2018	0.00	711.99	14.24	0.00	0.00	726.23
		2019	1278.81	1278.81	409.28	204.60	0.00	3171.50
		2020	1948.03	1948.03	155.84	116.88	0.00	4168.78
			3226.84	3938.83	579.36	321.48	0.00	8066.51
2076001000-	PECOR HELEN G	2020	0.00	900.00	9.00	0.00	0.00	909.00
2076019000-	293 COLCHESTER LLC	2019	0.00	383.86	30.72	0.00	0.00	414.58
		2020	3057.88	3057.88	244.64	183.48	0.00	6543.88
			3057.88	3441.74	275.36	183.48	0.00	6958.46
2076020000-	SANTO'S ROOTS LLC	2019	1700.18	4924.00	776.12	393.92	0.00	7794.22
		2020	5099.56	5099.56	408.00	305.98	0.00	10913.10
			6799.74	10023.56	1184.12	699.90	0.00	18707.32

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2082002158-	KENNAUGH ERIC D	2017	0.00	2208.48	309.12	0.00	0.00	2517.60
		2019	0.00	3375.69	438.88	270.06	0.00	4084.63
		2020	3496.05	3496.05	279.68	209.76	0.00	7481.54
			3496.05	9080.22	1027.68	479.82	0.00	14083.77
2082003233-	OLIO JASON	2020	0.00	253.79	2.54	7.61	0.00	263.94
2082003237-	SESSION MATTHEW G	2020	0.00	0.03	0.00	0.00	0.00	0.03
2082003239-	SIRUJIU JOHN	2020	0.00	3804.72	38.05	114.14	0.00	3956.91
2082003240-	SHELTON MICHAEL A	2020	0.00	32.52	0.33	0.98	0.00	33.83
2084002020-	KUMAR MUKESH	2020	0.00	0.73	0.01	0.02	0.00	0.76
2087002004-	CHEN WEI	2020	0.00	1381.32	13.81	41.44	0.00	1436.57
2090005001-	LANG JONATHAN S	2020	0.00	171.29	1.71	0.00	0.00	173.00
2092002499-	EUROWEST SOLAR LLC	2020	0.00	0.41	0.00	0.01	0.00	0.42
2094001007-	EUROWEST RETAIL PA	2020	0.00	0.09	0.00	0.00	0.00	0.09
2094002002-	BLACKROCK/ESSEX FW	2017	0.00	24.17	1.44	0.00	0.00	25.61
2094002010-	GILLIAM BENJAMIN	2020	0.00	1.02	0.01	0.03	0.00	1.06
2097001031-	SCHUMACHER CHRISTI	2020	0.00	47.40	0.47	0.00	0.00	47.87
2097003803-	ORSINI MADELINE	2020	0.00	5.05	0.05	0.15	0.00	5.25
2098001059-	BOOTHBY CYNTHIA A	2020	0.00	0.21	0.00	0.01	0.00	0.22
2098001077-	MCGUIRE CIAN	2019	0.00	1763.72	229.32	141.10	0.00	2134.14
		2020	1962.25	1962.25	156.96	117.74	0.00	4199.20
			1962.25	3725.97	386.28	258.84	0.00	6333.34
2098001096-	BROOKS SANDRA L	2020	0.00	110.67	1.11	0.00	0.00	111.78
2098004025-	GROVE STACIANNE K	2018	512.88	1254.22	318.63	100.34	0.00	2186.07
		2019	1075.71	1075.71	344.32	172.12	0.00	2667.86
		2020	1462.91	1462.91	117.04	87.78	0.00	3130.64
			3051.50	3792.84	779.99	360.24	0.00	7984.57
2098005028-	SHIPMAN ANNA F	2019	0.00	1139.62	45.60	0.00	0.00	1185.22
		2020	2627.12	1227.12	198.04	121.26	0.00	4173.54
			2627.12	2366.74	243.64	121.26	0.00	5358.76

Parcel	Name	Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2100001026-	ZABROSKY JOSEPH P	2020	936.64	3689.11	46.26	110.67	0.00	4782.68
2104027003-	FISHER KELLY M	2020	0.00	1605.34	16.05	48.16	0.00	1669.55
2104027004-	WALKER JOCELYN W	2020	0.00	0.01	0.00	0.00	0.00	0.01
2105107017-	PEASE CATHY L	2020	0.00	3006.13	30.06	90.18	0.00	3126.37

Tax Year	Payment 1	Payment 2	Interest	Penalty	Other	Total
2014	4056.82	0.00	1500.85	265.12	0.00	5,822.79
2015	4119.73	6194.98	2535.47	825.18	0.00	13,675.36
2016	4972.01	4972.01	1879.82	795.52	0.00	12,619.36
2017	2379.74	17135.31	4083.71	1029.66	9.92	24,638.34
2018	19758.71	40641.71	14276.11	4507.64	0.00	79,184.17
2019	37468.84	57139.32	13048.20	6539.81	0.00	114,196.17
2020	89002.64	225917.09	7924.20	8807.53	0.00	331,651.46
TOTALS	161758.49	352000.42	45248.36	22770.46	9.92	581,787.65

Fran Kinghorn, MS
[redacted]
Essex Junction, VT 05452
[redacted]

April 20, 2021

Evan Teich
Unified Town Manager
81 Main Street
Essex Junction, VT 05452

Dear Evan,

I am writing to inform you that I will resign as a member of the Essex Cemetery Commission as of May 1st. Last fall I wanted to resign but agreed to stay on as a member until one of the current commission members felt comfortable taking over the lead. At this point I think the only way that is going to happen is for me to remove myself from the Commssion. As you may remember, I intended to resign from the Commission three years ago but agreed to stay on as Chair if the Town addressed some issues that the Commission was unable to resolve without the Town's assistance. The addition of Jenny Willingham at our monthly meetings has been an enormous help. She quickly answers any questions we have, she does a terrific job as the "first responder" for residents looking to purchase lots or bury loved ones, and her previous experience with other cemeteries has enabled her to give us excellent advice when we need it.

I am proud of the Commission's accomplishments over the last couple of years. We have updated the Rules and Regulations for Mountain View Cemetery, opened a new section for burials, and created new forms to improve cemetery recordkeeping. We have a new sexton, Bob Covey, who is doing a terrific job. We obtained a $25,000 grant from the Vermont Preservation Trust to clean and restore the gravestones in the Essex Common Burial Ground. The work was completed by Eric Bianchi of Bianchi Stone Crafters Inc., in Essex. He did an excellent job and we've received many positive comments from passersby. The Green Mountain DAR is going to be presenting the Commission with some sort of award in May (not sure what).

I have enjoyed my time on the Cemetery Commission but it is time to let someone else take my place.

Sincerely,

Fran Kinghorn

Committee on Equity for Essex Newsletter April 2021

Greg Duggan, Jill Evans, Ron Hoague, Marguerite Ladd, Erin Maguire, Owiso Makuku, Evan Teich

The Committee on Equity for Essex is dedicated to redistributing decision-making, resources, and power into our community to ensure the voices of those who have been historically marginalized are centered. This is an ongoing effort and we continue to seek feedback as we progress. Contact Marguerite Ladd at mladd@essex.org.

The committee has highlighted a few stories and updates from our work over the past couple of months.

COMMUNITY/MUNICIPAL:

We are aware that community leadership is not representative of our population, whether amongst employees or volunteer committee/board members. Awareness is the first step. By seizing an opportunity to announce an opening on an Essex committee with a member of the Safety, Policing and Racial Justice Task Force, we sparked an interest that resulted in the appointment to the Economic Development Commission. It is now more gender balanced and has another member who brings with her a diverse and complementary voice -- and experience -- to this important Town/Village committee. We expect this to be part of the burst of new energy that we are seeing on many of our boards and commissions.

Based on the recommendations coming from our work on Racial Justice, Equity, and Inclusion, both the Village Board of Trustees and the Town Selectboard recognized the desire to attract a more diverse cross-section of our community to serve on our appointed Boards and Commissions. One major suggestion was to look at providing a stipend to cover costs -- like the need for childcare, transportation, or a pizza -- so that volunteers could attend a meeting. Therefore, each board approved a modest stipend for persons on their boards and commissions.

Safety, Policing and Racial Justice Task Force Update

This is an excerpt from a letter written to the Essex Community by Essex Municipal Leadership on 7/29/20, as a reminder of our work.

"We hear you. We hear you saying our responses to racial justice are inadequate. We hear you telling us that we need to improve what we do. We know we have a lot of work to do... We need to listen to you now, and in the long-term. We want Essex to become a better community, one that embraces our diversity and is more welcoming to all people. We understand that we need to change. We want you to help us understand what change needs to look like. We recognize that you need to tell us how you feel, and what you want and need to move forward as a safe and welcoming community for all."

Most recently, the Safety, Policing and Racial Justice Task Force held a half day retreat on 2/20/21 where the following priorities were identified:

- Ensure that **community leadership is representative** of the population
- Consider a range of **strategies to improve policing** (citizen oversight, data collection, training, resource reallocation)
- Build community commitment to equity, inclusion and racial justice through ongoing **community conversations**, **education** and **training**
- Improve education system

The Task Force has 4 more meetings scheduled through early June 2021. Sue McCormack of Creative Discourse, which is facilitating the task force meetings, did a presentation of the racial equity work to a joint meeting of the Village Trustees and Town Selectboard on 3/22/21. Here is a link to her presentation.

The Essex Reporter also recently published a detailed article about Essex's racial equity work that you can read here.

Police Update

The Essex Police Department continues the work of moving us forward with the goal of public safety for all. To this end, we have been working in several areas that the public has identified as concerns. Over the past three months, we have accomplished the following:

- In December, we purchased body cameras and the week of April 12th, we will be establishing that program. We have needed to wait for installation as the vendors are extremely busy. This program will ensure that we have accurate, timely video evidence that will be valuable in court as well as ensuing accountability of our officers and citizens. Our policy follows the concepts identified as critical by the International Association of Chiefs of Police and the model policy being crafted at the State level soon to be enacted into law: https://dps.vermont.gov/sites/psd/files/documents/Feedback_fall2020/BWC_policy_DRAFT_DEC2020.pdf

- Chief Ron Hoague has been hosting a virtual monthly 'Coffee Chat' on the last Friday of the month where community members can converse about happenings within the department and in Essex. The latest, from March 26, can be viewed here: https://www.essexvt.org/748/Press-Releases-Public-Notices-Reports

- The department recently added a policy on response to persons in crisis that both guides officers in response procedures and authorizes dispatchers to divert calls that traditionally have been handled by police officers to our partners with Howard Center Community Outreach. This new policy and others of interest can be found here: https://www.essexvt.org/778/Operational-Policies

- Finally, the Department has crafted a new mission statement that replaces one from the early 2000s and reflects the contemporary values of the department. The new mission statement was developed with concepts provided by the employees of the department. Along with this, we have established three core values for the department: Courage, Integrity, Respect.
  More on this can be found here: https://www.essexvt.org/356/Mission-Statement-and-Core-Values

Our Mission Statement:

It is the mission of the Essex Police Department to safeguard the lives and property of the people we serve, and to ensure public safety for all in partnership with the community. We dedicate ourselves to do so with honor and integrity, while serving with the highest degree of ethical standards at all times.

Working with Essex Westford School District

The Essex Westford School District is integrally connected to the equity work taking place within the municipality to support grassroots and systemic efforts to address inequities across the community. Voices for Inclusion in Essex and Westford is continuing to hold meetings and discuss awareness and education activities for our community related to equity and is co-facilitated by the school district and the Essex Community Justice Center. The school district centers one of its 9 areas of focus in community relationships. As such, EWSD is part of the Safety, Policing and Racial Justice Task Force as well as the Committee on Equity for Essex. EWSD being with the municipality's work and efforts toward equity is essential for the larger community. EWSD continues to focus on the nine areas of equity action: hiring and human resources, curriculum auditing, student leadership, professional development, community relationships, the role of the Essex Police Department with EWSD, policy and decision making, and equity monitoring and reporting and bias response. We continue to make progress in each of these areas.

Dear Town of Essex Selectboard Chair Andy Watts,

As we discussed, it may be helpful for the Selectboard to have an update as to where the Village of Essex Junction Board of Trustees is heading for your reconsideration vote debrief on Monday, April 19th. Village voters approved, by a 2689 to 709 margin, a non-binding resolution to have the Trustees develop a charter for an independent City of Essex Junction in the event that the re-vote for the Town-Village merger failed. And, as you know, the reconsideration failed.

Although the reconsideration vote failed by a slim margin, the distribution of the votes was significant. As with the first town-wide merger vote in March, voters in the town-outside-the-village emphatically rejected the merger charter (3562 'no' to 1392 'yes'). As one of the members of the Governance Subcommittee that crafted the merger charter, you're aware of the terms of the charter. Although we may have had some differences over its wording and terms, I think it's fair to say that it represented a substantial cooperative effort between our two boards and that it went to great lengths to mitigate the financial impacts on TOV property owners. The Trustees had also verbally indicated their willingness to accept the '3-3' board structure preferred by the TOV. Yet, TOV voters said no.

You're also aware that over the course of the three-year effort that went into developing the charter, our two boards expended substantial amounts of board-meeting time, staff time, and financial resources for attorney fees, administrative support, community surveys, and voter communication. For this reason, and because of the clear rejection of merger by TOV voters, the Trustees feel that our two boards have exhausted all options for merging our two governments and that further expenditure of time and resources towards merger are unwarranted. Additionally, every merger attempt between our two municipalities has been contentious and divisive. At no point in time did a majority of TOV and Village voters ever agree to merge. The sentiment among the Trustees is that we must now acknowledge the clear desire of our Village constituents to establish a fully independent municipality and are preparing for a special vote on this issue this November.

We anticipate that the Selectboard will be inclined to oppose separation. We hope you'll consider that allowing the two polities that comprise 'Essex' – Village and TOV – to chart their own course free and independent of each other will bring new energy and possibilities to our community. TOV residents would no longer be faced with the prospect of supporting Village services or sharing Town government with the Village – two things that seem to be of great importance to them. Essex Junction residents would be free of the burden of supporting two governments and could direct all their energies to transforming the Village into a diverse, dynamic small city informed by 'Heart and Soul' values and our municipal plan.

We sincerely hope the Selectboard will collaborate with us to explore mutually beneficial arrangements for separation that can lessen financial impacts and sustain municipal services on which we both rely. We would like to meet with Selectboard at the earliest possible date to share ideas and reaffirm the bonds between us.

Sincerely,

Andrew Brown

President, Village of Essex Junction Board of Trustees

Gregory Duggan

From: Emma Vaughn <evaughn@ccrpcvt.org>
Sent: Thursday, April 29, 2021 7:34 AM
To: Gregory Duggan
Subject: Chittenden County RPC April Newsletter

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Having trouble viewing this email? Click here to view it in a browser.

REGIONAL NOTES

April 2021

Quick Links

- VT Dept. of Health Daily COVID-19 Updates »
- Chittenden County Municipal Response to COVID-19 »
- UVM Health Network COVID-19 FAQ »
- Vermont League of Cities & Towns Resources »
- CCRPC Website »
- CCRPC Calendar »

Table of Contents

Of Note
Transportation
Economy
Energy & Natural Resources

Good morning,

For over a year, CCRPC has been working with VTrans to develop a comprehensive transportation improvement plan for Interstate 89 through Chittenden County. Thus far, the **Chittenden County I-89 2050 Study** team has worked closely with a broad and diverse group of stakeholders to assess existing conditions, develop a vision and goals based on community needs, evaluate existing and potential future exits, and solicit input and feedback from the public at each step. Learn more about the project phases and public process **here**.

> **Please join us today, Thursday, April 29th at 7:00pm** for a virtual public meeting via Zoom to learn more about this project and share your ideas for improvement. You can view the meeting presentation and Zoom details on the project website: **envision89.com**.

The Chittenden County I-89 2050 Study will address future transportation needs of all users by improving safety, connectivity, and mobility; promoting livable communities and a healthy environment; and investing in the regional economy. The study is evaluating multimodal improvements at Exits 13 and 14 and a possible new interchange at Hinesburg Road ("Exit 12B").

We strongly encourage everyone in and outside Chittenden County to participate as this study continues to move forward so its outcomes incorporate all feedback and meet the needs of all users of this vital transportation corridor and its connecting communities. Please plan to join us at 7:00pm this evening to share your feedback; you can also visit the

Quality of Place

Emergency Management

Social Community

CCRPC Calendar of Events

PLEASE NOTE: All meetings below will be held REMOTELY until further notice. Information about joining remotely is provided with every meeting agenda.

MAY

5/4, 9:00am: CCRPC Transportation Advisory Committee Meeting

5/4, 11:00am: CCRPC Clean Water Advisory Committee Meeting

5/4, 12:15pm: CCRPC MS-4 Sub-Committee Meeting

5/5, 5:45pm: CCRPC Executive Committee Meeting

5/12, 2:30pm: CCRPC Planning Advisory Committee Meeting

5/19, 6:00pm: CCRPC Board Meeting

View full calendar »

NEW: 2020 ECOS Annual Report Available

The 2020 Annual Report is the seventh edition. In addition to some of the data we report on annually, this year's **ECOS Annual Report** includes indicators of disparities that have resulted from systemic racism in our nation and community, as well as indicators associated with the COVID-19 pandemic.

project website for the latest news and contact us with any questions or comments.

Best regards,

Charlie Baker
Executive Director, **CCRPC**

Of Note

Remembering Marty Illick
Our dear colleague and friend, Marty Illick, recently passed away in a boating accident on Lewis Creek in Charlotte. For many years, her unwavering conservation efforts have been an inspiration to countless people and organizations in area communities. She will be greatly missed. Please visit the **Lewis Creek Association website** for information on where to send condolences or contribute to a fund set up in Marty's honor.

CCRPC FY22 Annual Work Program (UPWP) Development Underway
The CCRPC is in the process of creating the FY2022 Unified Planning Work Program (UPWP), our **annual work program** that describes our activities and specifies the deliverables for the next year (July 1, 2021-June 30, 2022). **Learn More »**

IRS and Vermont Extend April 15 Income Tax Deadline to May 17
The deadline for Vermont personal income tax filings for tax year 2020 has been extended from April 15 to May 17 in alignment with the federal due date change announced by the IRS. This extension means taxpayers can file their 2020 Vermont personal income tax, and pay any tax owed, by May 17 without penalties and interest.

Transportation

Implementing ECOS Strategy 2

Chittenden County I-89 2050 Study Updates and Virtual Public Meeting: TODAY, April 29, 7:00pm
Please join us for a public meeting today, Thursday, April 29th at 7:00pm via Zoom to share your thoughts and ideas about Interstate 89. The Chittenden County I-89 2050 Study is a collaborative effort of the Chittenden County Regional Planning Commission and the Vermont Agency of Transportation to develop a comprehensive investment program for the 37 mile I-89 corridor in Chittenden County, Vermont through 2050. Outreach efforts to share this study's findings at each phase of the project and solicit input from stakeholders to inform decision-making have been ongoing. Visit the project website for previous and upcoming public participation opportunities. **Learn More »**

Survey: Winooski City Parking Management Plan
Do you live, work, or play in Winooski? Please help us better understand parking habits throughout the City by taking **this survey**! The survey will be active throughout April pending response rates. Thank you!

Way To Go! Spring Transportation Challenge May 1-16
Spring is here! Grab your bike, roller blades, or sneakers and join hundreds of Vermonters May 1-16 for the Spring Challenge. This fun two-week challenge is your chance to "Get up and Go" walking, rolling, biking, carpooling and riding the bus for a chance to win great raffle prizes including $50 gift cards to grocery stores, Darn Tough Socks, walk/bike safety gear and our grand prize, a foldable fat tire DJ eBike. **Learn More »**

Vermont Virtual Freight Forum: May 6
The Vermont Agency of Transportation (VTrans) is updating the Vermont Freight Plan and concurrently updating the Vermont Rail Plan. These updates are closely related by the importance of freight moved by rail. Help

This intentional focus on race, equity, and the COVID-19 pandemic marks the commitment of the ECOS leadership team to address these challenges.

Learn More »

CCRPC FY21 Annual Work Program

The CCRPC's Unified Planning Work Program (UPWP) is our annual work program that describes our activities and specifies the deliverables for the next year. The UPWP is the mechanism to implement the strategies for our region outlined in the **ECOS Plan** and helps municipalities implement their local plans.

Learn More »

CCRPC Board of Directors FY21 Membership

Bolton: Sharon Murray

Buel's Gore: Garret Mott

Burlington: Andy Montroll

Charlotte: Jim Donovan

Colchester: Jacqueline Murphy

Essex: Jeff Carr

Essex Junction: Dan Kerin

Hinesburg: Michael Bissonette

Huntington: Barbara Elliott

Jericho: Catherine McMains

Milton: Tony Micklus

Richmond: Bard Hill

Shelburne: John Zicconi

St. George: Jeff Pillsbury

shape the future of freight movement by participating in a Virtual Freight Forum on May 6, 2021 from 4-5:30pm. **Learn More »**

Local Motion Webinar: Where Recreation Meets Transportation: May 13
Where does transportation end and recreation begin? This webinar will explore the overlap of transportation and recreation planning, highlighting examples of projects completed here in Vermont. **Learn More »**

CATMA Seeks Transportation Data Analyst
The Chittenden Area Transportation Management Association (CATMA) is hiring a Transportation Data Analyst to support the organization's work to promote effective and cost-efficient sustainable transportation options and solutions. **Learn More »**

VTrans 2021 VTrans Bicycle and Pedestrian Grant Program - Applications Due June 4
The Vermont Agency of Transportation (VTrans) has issued a grant solicitation for new infrastructure projects that improve access and safety for bicyclists and pedestrians. In 2020, awards totaled $3 million for construction and planning projects throughout the state. To learn more about the VTrans 2021 grant program and to access the Bicycle and Pedestrian Program Guide and Application, visit **https://vtrans.vermont.gov/highway/local-projects/bike-ped**. Applications must be received by 1:00 p.m., June 4, 2021. For more information, contact Jon Kaplan at 802-498-4742 or **Jon.Kaplan@vermont.gov**.

More Transportation Projects & Updates

- Chittenden County **I-89 2050 Study »**
- Richmond Bridge Street Complete Streets **Corridor Study »**
- Swift and Spear Street Intersection **Feasibility Study »**
- North Winooski Avenue **Parking Management Plan »**
- **VT2A Connector Path - Beaudry Lane to VSECU »**
- Winooski Avenue **Corridor Study »**
- South Burlington VT116-Kimball-Tilley **Land Use & Transportation Plan »**
- Winooski East Allen Street **Scoping Study »**
- Colchester Ave Protected Bike Lanes and East Ave **Intersection Improvements »**
- **Bikeway Connectivity, Pedestrian Safety, and Stormwater Management in the Old North End »**
- Richmond Rd. / North Rd. / Texas Hill Rd. Intersection **Scoping Study »**
- **Advanced Traffic Monitoring System »**
- **Way to Go! to School »**
- **Municipal Road General Permit (MRGP) Technical Assistance »**

For a full list of transportation projects, visit the CCRPC Transportation Advisory Committee **website**; a full project list is provided in every TAC agenda and is updated regularly. **View the latest TAC agenda »**

Economy

Implementing ECOS Strategy 1

Vermont Arts Council Artist Development Grants - Applications Due: May 10
Artist Development Grants support artists at all stages of their careers. Grants can fund activities that enhance mastery of an artist's craft or skills; activities that increase the viability of an artist's business; or for teaching

So. Burlington: Chris Shaw

Underhill: Vacant

Westford: Allison Hope

Williston: Erik Wells

Winooski: Mike O'Brien (Chair)

FY21 Membership is effective July 1, 2020 through June 30, 2021.

For more information about the CCRPC Board of Directors, click here.

CCRPC Staff

Charlie Baker, Executive Director

Dan Albrecht, Senior Planner

Pam Brangan, GISP, GIS Data & IT Manager

Jason Charest, PE, Senior Transportation Planning Engineer

Eleni Churchill, Transportation Program Manager

Forest Cohen, Senior Business Manager

Bryan Davis, AICP, Senior Transportation Planner

Marshall Distel, Transportation Planner

Chris Dubin, Senior Transportation Planner

Christine Forde, AICP, Senior Transportation Planner

Amy Irvin Witham, Business Office Manager

Regina Mahony, AICP, Planning Program Manager

Melanie Needle, Senior Planner

Taylor Newton, Senior Planner

Sai Sarepalli, PE, Senior Transportation Planning Engineer

artists, developing the skills necessary to provide instruction in K-12 schools remotely during the COVID-19 crisis. **Learn More »**

Shuttered Venue Operators Grants Application Portal Open
The **US Small Business Administration opened** the Shuttered Venue Operators Grant **application portal** for operators of live venues, live performing arts organizations, museums and movie theaters, as well as live venue promoters, theatrical producers and talent representatives to apply for critical economic relief. **Learn More »**

VHFA: Growing Wealth Gap Hurts Vermont's Economy
*This **commentary** from Maura Collins of the Vermont Housing Finance Agency appeared in several news outlets as part of the Vermont Proposition Initiative with the Vermont Council on Rural Development.* Since the 1980s the number of middle income Vermonters shrunk by 7% while those with the lowest and highest incomes have grown. "The wealth gap between America's richest and poorest families more than doubled from 1989 to 2016," according to Pew Research. Discussions of inequality often focus on those left behind -- the needs of those experiencing poverty because of lack of access to education, jobs, housing and healthcare. Less often do we name that this also limits those with means because the growing disparity holds our entire economy back and everyone suffers. **Learn More »**

Energy & Natural Resources

Implementing ECOS Strategies 3 & 4

CCRPC and Vermont Urban & Community Forestry Program Offer Roadside Ash Inventory Assistance
CCRPC recently assisted Shelburne's Tree Committee by providing them with **this tool** to help prioritize ash tree removal along road right of ways. With this dashboard, the Shelburne Tree Committee can view inventoried trees by road, diameter, what is in a road right of way vs. what is in a utility right of way. There are charts which show the condition of the inventoried trees, as well as the breakdown by diameter.

If you have completed a roadside ash inventory, CCRPC can offer similar tools for your municipality. Please **email Pam Brangan** if you are interested in a dashboard or some other mapping tool to help you with your ash tree work.

If you have not conducted an inventory yet, in partnership with CCRPC, the Vermont **Urban & Community Forestry Program** can assist your town in planning for and executing a roadside ash inventory. **Contact Joanne Garton** to learn more about ash inventory options that help you assess the impact of emerald ash borer on municipally-managed ash trees.

Vermont RPCs Host a Learning Opportunity with Green Mountain Power: May 4
Learn how GMP can help you and your community save while tackling the two biggest sources of carbon pollution in Vermont: driving and heating. Members of GMP's innovation team are joining us for a webinar on May 4th at from 6-7:30pm. Topics include rebates and other financial incentives on electric vehicles and charging, plus a new program to help businesses, condo associations and other organizations install EV charging easily. **Learn More & Register »**

Vermont Urban Community Forestry Program Public Places Awards - Submission Deadline: May 7
This awards program recognizes special public spaces, the corridors that connect them, or networks of public spaces which have been defined or enriched by planning or design, as well as regulations that promote positive public uses and benefits. Submission deadline: May 7, 2021. **Learn More »**

Green Mountain Water Environment Association Spring Conference: May 20 & 21

Emma Vaughn,
Communications Manager

Please Note: As of March 16, 2020, CCRPC employees are working remotely and the office is closed to visitors. Please call or email and we will respond as soon as possible. *Thank you!*

For bios and contact information, click here.

Our Communities

Bolton »
Buel's Gore »
Burlington »
Charlotte »
Colchester »
Essex »
Essex Junction »
Hinesburg »
Huntington »
Jericho »
Milton »
Richmond »
Shelburne »
South Burlington »
Underhill »
Westford »
Williston »
Winooski »

GMWEA's 2021 Spring Meeting & Training Conference will take place virtually on May 20 and 21, 8 a.m. to 12:15 p.m. The conference includes five hours of accredited trainings, inspiring speakers, and GMWEA's annual meeting and Service Excellence Awards presentation. **Learn More & Register »**

Quality of Place

Implementing ECOS Strategy 2

Webinar: Equity in Policy and Practice: Addressing Past Inequities in Planning for the Future: April 30
Join the Maryland Department of Planning and the American Planning Association as Susan Wood, FAICP, Jay Renkens, AICP, and Leigh Anne King, AICP discuss how APA's equity policy guide can be used and then look at how the Charlotte (NC) Future 2040 Comprehensive Plan, scheduled for adoption this summer, is using an equitable growth framework to shape the city's future. **Learn More »**

State Offers Free Online Municipal Training For Town Officials and Community Members
The Vermont Agency of Natural Resources (ANR) has launched an **online training for municipal officials**. Sixteen informative videos, most around 10 minutes long, are intended to help new, and not-so-new, municipal officials learn about ANR's work and the tools available to help communities. While trainings are specifically tailored to municipal officials, any community member who would like to learn more about ANR's work is invited to participate. **Learn More »**

Summit on the Future of Vermont: May 26 & 27, 1-5pm
Join the Vermont Council on Rural Development to consider transformational goals and actions for the future of our economy, environment, communities, and people at the Summit on the Future of Vermont. The Summit is a culmination of a year-long effort to gather input from thousands of Vermonters about their vision for the state through this historical moment. In the face of the pandemic, climate change, and social division, there is an opportunity to unite around our shared principles and values, and set a common direction for the future. Join the VCRD on May 26 and 27 to:

- Consider ideas for a Proposition for Vermont's future
- Think with experts and leaders
- Contribute your ideas for action
- Engage in partnership for the future of Vermont

Share your voice and shape action for Vermont's future. **Learn More & Register »**

ACCD COVID-19 Recovery Resource Center
To aid Vermonters as we all respond to and recover from the COVID-19 outbreak, ACCD has developed a Recovery Resource Center of available tools including financial assistance programs, unemployment information, and a series of Frequently Asked Questions to help businesses and individuals navigate the resources available in this time of need. **Learn More »**

Emergency Management

Implementing ECOS Strategy 2

Local Emergency Management Plans Due May 1
All municipal jurisdictions are expected to review and update their Local Emergency Management Plan (LEMP) annually and to formally readopt them between Town Meeting Day-on the first Tuesday in March-and May 1st. A current Local Emergency Management Plan is also required for

municipalities to receive federal preparedness funds and increased state reimbursement through the Emergency Relief and Assistance Fund (ERAF). Please contact **Christine Forde** with any questions, or visit the **LEMP webpage.**

Vermont Alert
VT-ALERT is the state system that notifies Vermonters of emergency situations, weather alerts, road information, and more. Register for a free account at **www.vtalert.gov**.

Social Community

Implementing ECOS Strategy 2

Summer Matters for All Grant Program - Application Deadline: May 5
The **Summer Matters for All Grant Program** is now open for applications and will award at least $1.5 million to expand access to summer enrichment opportunities for K-12 youth across Vermont during Summer 2021. Grant awards will be $20,000-$75,000 for programs and camps running June 14, 2021-August 31, 2021. Funds will be distributed through a reimbursement process. **Learn More »**

UVM Integrative Health to Host Integrative Pain Management Conference: May 7
UVM Integrative Health, the College of Nursing and Health Sciences and UVM Medical Center are co-hosting a conference for the health care community aimed at helping providers understand non-pharmacologic approaches to pain management. **Learn More »**

PreventionWorks!VT Prevention Day 2021 Wrap-Up
Prevention Coalition staff, members, leadership (steering committees and boards), youth, and stakeholders came together for Prevention Day 2021. In case you missed it, you can view the advocacy training, the keynote address by Sen. Kesha Ram, and a recording of the Act 164 Panel online. **Learn More »**

If you have any questions, feedback, or suggested content for upcoming issues, please contact Emma Vaughn, Communications Manager: **evaughn@ccrpcvt.org** or (802) 846-4490 x *21.

Chittenden County Regional Planning Commission
110 West Canal Street, Suite 202 | Winooski, VT 05404
(802) 846-4490 | **connect@ccrpcvt.org**
ccrpcvt.org | ecosproject.com

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Chittenden County Regional Planning Commission,
110 W. Canal Street, Winooski, VT 05404

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MEETING SCHEDULES 04/27/2021

TOWN SELECTBOARD MEETINGS	VILLAGE TRUSTEES MEETINGS
May 3, 2021—6:30 PM	SB Regular -- Amy
May 4, 2021 – 6:00 PM	Village Capital Committee -
May 11, 2021—6:30 PM	VB Regular –Cathy
May 17, 2021 – 6:30 PM	SB Regular -- Amy
May 24, 2021 – 6:30 PM	JB Special -- Darby
May 25, 2021 – 6:30 PM	VB Regular—Cathy
June 7, 2021 – 6:30 PM	SB Regular -- Darby
June 8, 2021 – 6:30 PM	VB Regular -- Amy
June 21, 2021 – 6:30 PM	SB Regular –Cathy
June 22, 2021 – 6:30 PM	VB Regular -- Darby
July 12, 2021 – 6:30 PM	SB Regular -- Cathy
July 13, 2021 – 6:30 PM	VB Regular -- Amy
August 2, 2021—6:30 PM	SB Regular -- Cathy
August 10, 2021—6:30 PM	VB Regular -- Amy
August 17, 2021—6:30 PM	SB Regular – Cathy
August 24, 2021—6:30 PM	VB Regular -- Amy
September 13, 2021—6:30 PM	SB Regular -- Cathy
September 14, 2021—6:30 PM	VB Regular – Darby
October 4, 2021—6:30 PM	SB Regular – Darby
October 12, 2021—6:30 PM	VB Regular --
October 18, 2021—6:30 PM	SB Regular --
October 26, 2021—6:30 PM	VB Regular --
November 1, 2021—6:30 PM	SB Regular
November 2, 2021 – 8:30 AM	VB All day budget workshop – Darby
November 9, 2021 – 8:00 AM	SB All day budget workshop --
November 9, 2021—6:30 PM	VB Regular – Cathy
November 15, 2021—6:30 PM	SB Regular -- Darby
November 23, 2021—6:30 PM	VB Regular – Darby

December 6, 2021—6:30 PM	SB Regular -- Cathy
December 14, 2021—6:30 PM	VB Regular -- Amy
December 20, 2021—6:30 PM	SB Regular – Cathy
December 21, 2021—6:30 PM	VB Regular
January 3, 2022—6:30 PM	SB Regular -- Amy
January 11, 2022—6:30 PM	VB Regular – Darby
January 18, 2022—6:30 PM	SB Regular
January 25, 2022—6:30 PM	VB Regular -- Cathy
February 7, 2022—6:30 PM	SB Regular
February 8, 2022—6:30 PM	VB Regular
February 22, 2022—6:30 PM	VB Regular -- Cathy
February 23, 2022—6:30 PM	SB Regular meeting
February 28, 2022—6:30 PM	Town Informational hearing
March 7, 2022—6:30 PM	SB Regular
March 8, 2022—6:30 PM	VB Regular
March 21, 2022—6:30 PM	SB Regular
March 22, 2022—6:30 PM	VB Regular -- Cathy
April 4, 2022—6:30 PM	SB Regular
April 6, 2022 – 7:00 PM	Village Informational hearing -- Cathy
April 13, 2022—6:30 PM	VB Regular